

MONDAY, January 11 2021 – TWIN VALLEY CITY COUNCIL
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Michael Bolton, Ben Fall, Mike Lampton
OTHERS: Kerry Askelson, Jason Douville, Connie Hamernik, Lori Skaurud, Kristi Martinson (Perez)

OATH OF OFFICE At 7:00PM Mayor-elect Ben Fall, and Council-elect Mark Askelson and Paul Bekkerus were sworn into office by reciting the oath of office as presented by Clerk Johnson.

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, January 11, 2021.

ADDITIONS TO THE AGENDA—ML/PB-m/s/p to approve the addition of a building permit request to the agenda.

MONTHLY BUSINESS

Minutes—MB/ML to approve minutes as written for December.
Disbursements—MB/PB-m/s/p to approve claims for 12/15/20-12/31/20 for \$167,057.53 and 01/01/21-01/11-21 for \$55,887.03 as well as payroll periods 11/29/20-12/12/20 for \$10,537.90 and 12/13/20-12/26/20 for \$10,046.00 for a disbursement total of \$243,528.46.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
ADA BUILDING CENTER, INC.	Repairs & Maintenance	\$87.06
AIRGAS USA, LLC	Professional Service	\$83.72
ALPHA TRAINING AND TACTICS, LLC	Uniform Cost	\$1,217.70
ANDER'S VALLEY PUBLISHING, LLC	Advertising	\$69.00
ARAMARK	Contracted Service	\$429.78
ARVIG	Telephone & Internet	\$599.46
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$180.94
BANKCARD CENTER	Operating Supplies	\$3,178.76
BOUND TREE MEDICAL LLC	Operating Supplies	\$52.31
BUCKLE'S HARDWARE	Repairs & Maintenance	\$308.68
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$303.48
COMMUNITY CO-OPS-Lake Park	Utilities & Fuel	\$1,700.24
EFTPS-ONLINE	Payroll Taxes	\$2,307.22
EMSRB	Training	\$100.00
FRANCOTYP-POSTALIA, INC.	Rental Fee	\$444.00
FURTHER	Employee Benefit	\$235.00
GERRY'S FOODS, INC	Operating Supplies	\$22.20
KRJB FM RADIO	Advertising	\$249.00
KURT THORNTON	Travel reimbursement	\$46.00
LEAGUE OF MN CITIES INS TRUST	Insurance	\$14,365.44
MARCO TECHNOLOGIES LLC	Contracted Service	\$44.14
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MEDICA	Employee Benefit	\$2,597.98
MICHAEL LAMPTON	Reimbursement	\$86.96
MN DOR - PAYROLL TAX	Payroll Taxes	\$515.97
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Trails Grant	\$13,982.36
NC-ADA-TV AIRPORT AUTHORITY	Professional Fee	\$2,687.20
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Service	\$550.00
NORTHWEST BEVERAGE	Contracted Service	\$19.00
OFFICE SUPPLIES PLUS*	Office Supplies	\$107.55
OTTERTAIL POWER CO.	Utilities	\$2,944.70
PAYROLL	Wages	\$11,345.15
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,344.10
SHARON JOHNSON	Contracted Service	\$150.00
TRI-STATE DIVING	Contracted Service	\$90.00
TWIN VALLEY POSTMASTER	Rental Fee	\$120.00
UNITED VALLEY BANK	CD Purchase	\$58,488.00
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Telephone & Internet	\$484.83
WES'S TRUCK INSPECTION & REPAIR	Repairs & Maintenance	\$185.00

		General Fund Total	\$123,929.41
A.F.L.A.C. WEST REGION	Employee Benefit		\$100.93
ARAMARK	Contracted Service		\$137.31
ARVIG	Telephone & Internet		\$176.89
BANKCARD CENTER	Operating Supplies		\$132.19
BUCKLE'S HARDWARE	Repairs & Maintenance		\$74.82
COLONIAL LIFE INSURANCE CO.	Employee Benefit		\$5.52
COMMUNITY CO-OPS-Lake Park	Utilities		\$247.40
EFTPS-ONLINE	Employee Benefit		\$759.31
GOPHER STATE ONE-CALL	Contracted Service		\$12.80
HAWKINS, INC.	Operating Supplies		\$938.60
LEAGUE OF MN CITIES INS TRUST	Insurance		\$2,627.96
MATRIX TRUST COMPANY	Employee Benefit		\$72.50
MEDICA	Employee Benefit		\$849.06
MN DEPT. OF HEALTH	Professional Service		\$928.00
MN DOR - PAYROLL TAX	Payroll Taxes		\$109.05
MN DOR - SALES & USE TAX	Sales Tax		\$128.00
OTTERTAIL POWER CO.	Utilities		\$1,070.00
PAYROLL	Wages		\$2,310.59
P.E.R.A. - SDR DIVISION	Employee Benefit		\$506.34
ULTEIG ENGINEERS, INC.	Contracted Service		\$26,988.99
UNCLAIMED PROPERTY PRGM	Unclaimed Property		\$76.76
USABLE LIFE	Employee Benefit		\$13.62
VERIZON WIRELESS	Telephone & Internet		\$66.14
		Water Utilities Total	\$38,332.78
A.F.L.A.C. WEST REGION	Employee Benefit		\$100.93
ARAMARK	Contracted Service		\$137.31
ARVIG	Telephone & Internet		\$111.00
BANKCARD CENTER	Operating Supplies		\$317.05
BUCKLE'S HARDWARE	Repairs & Maintenance		\$74.82
COLONIAL LIFE INSURANCE CO.	Employee Benefit		\$5.52
COMMUNITY CO-OPS-Lake Park	Utilities		\$212.41
EFTPS-ONLINE	Payroll Taxes		\$706.80
FURTHER	Employee Benefit		\$52.50
GOPHER STATE ONE-CALL	Contracted Service		\$12.80
LEAGUE OF MN CITIES INS TRUST	Insurance		\$2,627.96
MATRIX TRUST COMPANY	Employee Benefit		\$72.50
MEDICA	Employee Benefit		\$849.06
MN DOR - PAYROLL TAX	Payroll Taxes		\$109.05
OTTERTAIL POWER CO.	Utilities		\$91.91
PAYROLL	Wages		\$2,310.59
P.E.R.A. - SDR DIVISION	Employee Benefit		\$506.30
RMB ENVIRONMENTAL LABS, INC.	Professional Service		\$79.00
USABLE LIFE	Employee Benefit		\$13.60
USABLUEBOOK	Operating Supplies		\$557.69
VERIZON WIRELESS	Telephone & Internet		\$66.14
		Sewer Utilities Total	\$9,014.94
FUCHS SANITATION SERVICE, INC.	Contracted Service		\$5,621.92
MN DOR - SALES & USE TAX	Sales Tax		\$854.00
		Garbage Total	\$6,475.92
A.F.L.A.C. WEST REGION	Employee Benefit		\$28.08
ANDER'S VALLEY PUBLISHING, LLC	Advertising		\$30.00
ARVIG	Telephone & Internet		\$696.61
BANKCARD CENTER	Operating Supplies		\$319.00
BERGSETH BROS.	Merchandise for Resale		\$5,630.70
BEVERAGE WHOLESALERS	Merchandise for Resale		\$29.20
BNG TECHNOLOGIES, LLC	Professional Service		\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale		\$1,266.99
BUCKLE'S HARDWARE	Repairs & Maintenance		\$38.93
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale		\$274.50
COMMUNITY CO-OPS-Lake Park	Utilities		\$348.96
D-S BEVERAGES	Merchandise for Resale		\$7,326.12

EFTPS-ONLINE	Payroll Taxes	\$1,373.66
GERRY'S FOODS, INC	Merchandise for Resale	\$49.33
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$428.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$471.40
HENRY'S FOODS INC.	Merchandise for Resale	\$1,890.62
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$3,865.66
LEAGUE OF MN CITIES INS TRUST	Insurance	\$2,673.64
McKINNON COMPANY, INC.	Merchandise for Resale	\$3,166.40
MEDICA	Employee Benefit	\$696.74
MN DOR - PAYROLL TAX	Payroll Taxes	\$179.70
MN DOR - SALES & USE TAX	Sales Tax	\$3,607.00
NCE-DOLLARS FOR SCHOLARS	Donation	\$250.00
OTTERTAIL POWER CO.	Utilities	\$1,580.39
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$148.74
PAYROLL	Wages	\$4,617.57
P.E.R.A. - SDR DIVISION	Employee Benefit	\$683.05
PEPSI-COLA **	Merchandise for Resale	\$184.20
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$2,950.43
TWEETON REFRIGERATION, INC.	Repairs & Maintenance	\$203.04
TWIN VALLEY POSTMASTER	Rental Fee	\$76.00
USABLE LIFE	Employee Benefit	\$22.67
	Liquor Store Total	\$45,307.33
ADA BUILDING CENTER, INC.	Capital Outlay	\$20,468.08
	Splash Park Total	\$20,468.08
	DISBURSEMENT TOTAL	\$243,528.46

ADDITION—ML/MA-m/s/p to approve building permit request from K. Martinson (Perez) to place a prefabricated Storage building 10’x8’x10’ on her property.

MAYOR—Mayor Fall noted that snow removal appears to be going well, has not heard any public complaints or comments otherwise. Thanked Askelson and Bekkerus for beginning their service to the City of Twin Valley as Council members and thanked each of them for agreeing to serve on the EDA/Parks board prior to Council.

LIQUOR—Skaurud reported \$81 in ATM revenue for December and \$40,641.84. In gross sales. Today (Monday 1/11) was the first day bar service was reopened under the governor’s new orders. Skaurud noted a steady influx of people visiting the bar throughout the day. Yearend reports given to the Council to review. Skaurud noted that Off-sale revenues were up, while on-sale revenues were down. Overall, the Liquor store was approximately \$32,000 above total sales for 2019. Presented statistics from the State Auditor for municipal liquor stores, Twin Valley was ranked 112th for sales. Ogema ranked number 1 in the state.

Skaurud reported the new sign is working well. She is learning all the tips and tricks to get the most out of the new message board. The City received multiple donations towards the sign—\$3,000 from the American Legion, \$1,200 from the Moonshiners Snowmobile Club and \$300 from the TV Lions.

Year-end inventory was completed on January 1st. Current inventory was valued at \$49,525, which Skaurud noted was within the 10-15 percent of total sales which is appropriate. Council member Bekkerus questioned how Skaurud is dealing with the current mask mandate. All employees do carry their mask to wear as needed. Skaurud is confident that staff and customers remain safe due to social distancing, increased sanitizing, and the plexiglass barrier installed in the off sale.

EDA/PARKS—Fall reported on the EDA/Parks meeting that was held prior to Council. The boards looked at restructuring members with the change in Council members. Askelson (chair), Bekkerus, and Kendell Harrell were all new appointees to the boards. Fall and Bolton will no longer serve. The boards still have one vacancy for a member of the community. MF/ML-m/s/p to approve new appointments. The boards also reviewed ongoing projects including the future skating rink, and moving the volley ball court from its current location along highway 32 to over in Herold’s court near the splash park. K. Askelson noted that there should be no issues moving the sand and poles to the new area. No progress report available on the Splash Park. K. Askelson noted that inside the walls are all up. Also believes there is electricity and plumbing.

PUBLIC WORKS—Askelson and Thorsen have been keeping busy cleaning off the streets. Noted more snow is expected this weekend. Attempts have been made at flooding the current skating rink, however, the weather is

not cooperating and not good ice has stuck. Askelson noted that it will be nice to have a liner in the future at the new location. Askelson still hopes to have the rink open this season. Under the new Governor’s orders, the City should be able to have the warming house open—T. Booth, rink attendant from the prior season, is available for minimal hours should the time come.

All the new LED lights for City owned street lighting along Highway 32 have been ordered. Fall was in contact with the County Highway Department in regards to a possible reimbursement for lighting already updated along Main St (County Highway 29 & 49). Unfortunately, funding is reserved for road improvements, not maintenance so the City would not qualify for any reimbursement.

POLICE—Douville reported another slow month with only 52 calls. Again, Douville noted that the reason is likely from the recent COVID-19 guidelines and closures. During the down time all Officers have been able to complete their required trainings. Douville received notice from the State of Minnesota that the new use of force policies have been accepted by the State. The City of Twin Valley Police Department is also notably in compliance with crime reporting for the State of Minnesota.

Douville was questioned about calls as compared to previous years, and noted that calls are down very little. Council member Bekkerus inquired how vacation time works for the department with only two full time employees. Douville explained that there are two part time employees that can cover, otherwise the other full-time officer takes the hours with unavoidable over time. On occasion the County can cover for emergencies, but only for limited time.

FIRE—Chief Lampton reported 0 fire calls and 14 rescue calls for December, 4 rescue calls for January. A new radio unit is being installed in the rescue squad vehicle on Tuesday 1/12. Mentioned there will be some needed mechanical repairs to one of the fire department vehicles. Fire/Rescue hours for 2020 were given to council. A total of 904 Fire and 443.25 Rescue. Firefighter M. Coyle’s hours were questioned, being higher than the rest. Coyle had extra course hours for the Fire fighter I training that other members had completed in 2019. Bekkerus questioned when the Fire Department would begin charging for the department’s involvement in the Baja and Demo-derby held in town. Voiced concerns about paying members to stand by and not receive any compensation back. This will be discussed further as the summer events are announced. The Department may look into having a fee for such services. MA/PB-m/s/p to approve hours for 2020.

FINANCE—Distributed 2020-year end unaudited financials. Council discussed negative balance in the Splash Park fund of \$70,097.99. Discussed all possible options to transfer funds to bring the fund to at least a zero balance. The final decision was to take \$13,000 from the Lottery bank account, \$15,000 from each the general capital projects, water, sewer, and garbage funds, \$5,000 from the storm sewer fund, and use Parks CD #62868 for \$7,542.89 to move a total of \$85,542.89 to start the year with a positive balance. No other questions or concerns addressed with the financials.

MA/PB-m/s/p to accept and approve the Audit Engagement Letter as received from Hoffman, Philipp, & Martel, PLLC.

2021 ORGANIZATIONAL BUSINESS— Council was presented with a list of necessary declarations for the 2021 Fiscal Year. After review, Councilmember Askelson motioned to approve organizational declarations as presented, seconded by Councilmember Lampton the following resolution was introduced.

RESOLUTION 2021—01
CITY OF TWIN VALLEY 2021 ORGANIZATIONAL DECLARATION RESOLUTION

WHEREAS Minnesota State Statutes require certain actions by the City of Twin Valley City Council at the annual organizational council meeting;

THEREFORE, BE IT RESOLVED that the City of Twin Valley City Council does hereby approve the following designations for the 2021 Fiscal year:

MEETINGS—Regular meetings of the Twin Valley City Council shall be held on the Second Monday of each month at 7:00 p.m. Any regular meeting, with proper public notification, may be cancelled or rescheduled by Council action.

OFFICIAL PUBLICATION—The City Council of the City of Twin Valley does hereby designate the Twin Valley Times, Twin Valley, as its official newspaper for its 2021 publications.

2021 COMMITTEE APPOINTMENTS

MAYOR	BEN FALL
VICE MAYOR	MICHAEL BOLTON
AIRPORT AUTHORITY	BEN FALL
BUDGET	BEN FALL, MIKE LAMPTON
BUILDING COMMITTEE	MICHAEL BOLTON, MIKE LAMPTON
EDA/PARKS - COUNCIL	MARK ASKELSON, PAUL BEKKERUS
EDA/PARKS - CITIZENS	TRACY CHRISTIANSON, KENDELL HARRELL, VACANCY
LIQUOR	MARK ASKELSON, MICHAEL BOLTON
NUISANCE	MARK ASKELSON, PAUL BEKKERUS
ORDINANCE	MARK ASKELSON, PAUL BEKKERUS
PLANNING/ZONING	MICHAEL BOLTON, MIKE LAMPTON
PLANNING/ZONING – COMMUNITY	VACANCY
PUBLIC SAFETY	MICHAEL BOLTON, BEN FALL
PUBLIC WORKS	PAUL BEKKERUS, MIKE LAMPTON
WAGES/PERSONNEL	BEN FALL, MIKE LAMPTON

OFFICIAL FINANCIAL DEPOSITORIES—The City Council of the City of Twin Valley does hereby designate the United Valley Bank, Twin Valley and the Mid-Minnesota Federal Credit Union, Ada as official depositories of the city for the 2021 year.

OFFICIAL SIGNATORY POWERS—It is by action of the City Council of the City of Twin Valley to have three signatures on all issued written payments for claims against the City; and the signatures for the Mayor (Benjamin Fall), Vice Mayor (Michael Bolton) and City Clerk-Treasurer (Rachel Johnson) will be original signatures on all issued payments, checks issued for investments; and

The signatures of the authorize powers are further authorized to sign checks for payroll processing, payments to Federal or State agencies as required by agreement or statute; such as for payroll taxes, sales taxes, claims and invoices, authorized electronic payments to State and/or Federal agencies to meet debt obligations; and

In the event that one of the elected officials so designated as an official signatory power is incapacitated or unavailable to sign the Twin Valley City Council hereby designates council member Mike Lampton and Utility Clerk Deanne Peterick as an Emergency Signatory Officials.

DESIGNATED INSURANCE AGENT OF RECORD—The City Council of the City of Twin Valley does hereby designate the Twin Valley Agency and Theresa Umphrey, as its LMCIT Insurance Agent and to approve the percent of compensation at seven and one-half percent (7.5%).

Upon a roll call vote taken thereon the following voted in favor of said resolution: Mark Askelson, Paul Bekkerus, Michael Bolton, Ben Fall, & Mike Lampton; and the following voted against: None. WHEREUPON said resolution for the commitment of reserves was duly adopted this 11th day of January, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

ASSIGNMENT FOR THE COMMITMENT OF CITY RESERVES— Councilmember Bolton introduced the following resolution to approve the Commitment of Reserves to the following areas and/or departments. Motion seconded by Councilmember Bekkerus.

RESOLUTION 2021—02

RESOLUTION TO ASSIGN THE COMMITMENT OF THE CITY RESERVES FOR THE 2020 FISCAL YEAR

BE IT RESOLVED that the City Council of the City of Twin Valley does hereby assign and commit the following reserves and values to the designated funds.

NOW THEREFORE BE IT FURTHER RESOLVED that the following City of Twin Valley reserves be assigned and committed as follows:

ID	Type	Value	
9195	2012A Utility Bond Reserves	\$	5,138.59
10388	2012A Utility Bond Reserves	\$	37,025.36
11811	EDA Reserves	\$	12,677.01
11812	EDA Reserves	\$	6,322.65
11964	Fire Equipment Reserves	\$	3,036.26
12586	Fire Equipment Reserves	\$	1,038.66
12587	Fire Equipment Reserves	\$	1,290.80
21932	Fire Equipment Reserves	\$	10,796.52
22019	Fire Equipment Reserves	\$	8,243.52
22109	Fire Equipment Reserves	\$	8,492.02
22211	Fire Equipment Reserves	\$	8,218.20

22257	Fire Equipment Reserves	\$	8,181.39
63011	Fire Equipment Reserves	\$	26,237.00
9192	General Fund Reserves	\$	5,138.59
10043	General Fund Reserves	\$	11,191.50
10045	General Fund Reserves	\$	7,086.66
7528	General Fund Reserves	\$	49,220.11
62868	General Fund Reserves	\$	7,542.89
10375	General Fund Reserves	\$	9,005.39
10984	General Fund Reserves	\$	41,052.29
11644a	General Fund Reserves	\$	3,847.27
11755	General Fund Reserves	\$	12,635.05
12422	General Fund Reserves	\$	20,711.37
12423	General Fund Reserves	\$	26,603.84
10841	Liquor Store Reserves	\$	10,319.12
11400	Liquor Store Reserves	\$	14,203.57
307425471	Liquor Store Reserves	\$	50,118.57
63012	Municipal Building Reserves	\$	27,231.00
62675	Parks Reserves	\$	10,182.88
12424	Public Works Reserves	\$	32,914.81
62714	Public Works Reserves	\$	20,220.61
62866	Public Works Reserves	\$	20,114.39
21925	Rescue Equipment Reserves	\$	516.47
22121	Rescue Equipment Reserves	\$	1,955.66
22301	Rescue Equipment Reserves	\$	2,695.79
12501	Rescue Equipment Reserves	\$	855.87
12524	Rescue Equipment Reserves	\$	900.75
12538	Rescue Equipment Reserves	\$	995.49
63010	Rescue Equipment Reserves	\$	5,020.00
TOTAL		\$	528,977.92

Upon a roll call vote taken thereon the following voted in favor of said resolution: Mark Askelson, Paul Bekkerus, Michael Bolton, Ben Fall, & Mike Lampton; and the following voted against: None. WHEREUPON said resolution for the commitment of reserves was duly adopted this 11th day of January, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

2021 FEE SCHEDULE—Discussed the 2020 fee schedule. Addressed two concerns, cost for short term rental cabin and utility service call. MB/ML-m/s/p to adjust nightly cabin rental to \$40/night and \$200/week. PB/MA-m/s/p to adjust the service call fee of \$25.00 to \$75.00 and clarify that is for afterhours calls. With these changes made, Councilmember Lampton motioned to introduce the following resolution to set the City fee schedule for 2021. Motion was seconded by councilmember Askelson and the following resolution was passed.

RESOLUTION 2021—03
A RESOLUTION TO ADOPT THE FOLLOWING LIST OF CITY FEES AND CHARGES FOR THE CITY OF TWIN VALLEY FOR THE 2021 OPERATING FISCAL YEAR.

BE IT RESOLVED, Pursuant to Minnesota Law and the Twin Valley City Code, a fee schedule for City services and licensing is hereby adopted, by an affirmative vote of a majority of the Twin Valley City Council members present. The following permit fees and service charges are hereby established for the year 2021:

Administration	
NSF Check Fee	\$35.00
Assessment Search, Police Report, Ordinance copies, Utility History	\$10.00
Data Request requiring research/compilation	\$20.00/hr
Notary (per sheet)	\$1.00
Background Check	\$100.00
Filing Fee (elected official)	\$2.00
Mileage Rate	Set by IRS
City Map 8.5 x 11	0.25
COPIES	
Standard 8.5x11	\$0.25
Legal 11x14	\$0.25
Poster 11x17	\$0.50
Two Sided Sheets	\$0.30
Colored Paper 8.5 x 11	\$0.30
Faxes – send & receive up to 5 sheets	\$2.00
Faxes – per sheet when more than 5 (not including cover)	\$0.50
Certification of Delinquent Utility Accounts / Invoices	\$5.00
Administrative Citation Fees	Schedule I
Camping (per night)	\$10.00
Cemetery Plot	\$150.00

Recreational Vehicle Permit	\$20.00
Nuisance Mowing/Maintenance	\$100.00 (min)
Animal	
Pet License	\$10.00
Pet found without current tag	\$15.00
Impound Fee	\$25.00/day
Impound Fee – Repeated Violation	\$75.00/day
Business Fees	
Tobacco License	\$25.00
Card Table/Table Games	\$5.00
Pool Table	\$25.00
Amusement Machines	\$25.00
Fundraiser/Raffle Permit	\$10.00
Peddlers License	\$25.00
Alcohol	
Intoxicating ON -Sale	\$750.00
Intoxicating OFF -Sale	\$100.00
Wine License	\$150.00
3.2% ON -Sale	\$100.00
3.2% OFF -Sale	\$30.00
Sunday Liquor	\$200.00
Special One Day Permit	\$25.00
Consumption/Display (set-ups)	\$120.00
Center Fees	
Community Center (w/out kitchen)	\$75.00
Community Center with alcohol (w/out kitchen)	\$125.00
Community Center Kitchen	\$25.00
Community Center – Front for small groups	\$25.00
Community Center – Auctions	\$150.00
Community Center – Fundraisers	\$75.00
Community Center – Benefits	\$0.00
Dance Permit	\$10.00
Dance/Event Security (5 hours)	\$125.00
Additional Security (each hour over 5)	\$25.00
Table Rental	\$10.00
Chair Rental	\$1.00
Platform Rental	\$15.00
Picnic Table Rental	\$15.00
Fire and Rescue	
Fire Contract (full township)	\$3820.00
Rescue Contract (full township)	\$230.00
Fire Call – 1 st three hours	\$750.00
Fire Call – Additional hourly rate	\$300.00
Fire Calls less than one (1) hour (reviewed on a case by case rate)	TBD
Vehicle Accident	\$500.00
Foam Per Gallon	\$25.00
Wimmer Cabins	
Monthly Rent	\$350.00**
<i>Rent for tenants prior to 03/01/2019</i>	\$300.00
Damage Deposit	\$300.00
Short-term Nightly	\$40.00
Short-term Weekly	\$200.00
Utility Rates	
New Connection – Water	\$900.00
New Connection – Sewer	\$725.00
Connection Charge	\$50.00
Delinquent Reconnection Charge	\$75.00
Water Testing Fee (as required by the State of MN)	\$9.72
City Service Fee (snow, mosquito, brush, misc.)	\$4.00
Storm Sewer Availability – Residential	\$4.50
Storm Sewer Availability – Commercial	\$13.50
Late Fee	\$15.00
Meter Base	\$20.00
Meter Replacement	\$170.00
Afterhours Service Call	\$75.00
WATER	
Base Rate (Residential & Basic Commercial) Usage under 1600	\$39.50
Water Usage per 1000 gallons	\$3.00
Vacancy Rate	\$15.00
Commercial—Large Users under 50,000 gallons	\$150.00
Commercial—Large User per gallon over 50,000	\$2.00/gal
SEWER	
Base Rate	\$26.50
Commercial—Large User	\$75.00
Commercial Large User over 50,000 gallons (water usage)	\$1.00/gal
Vacancy Rate	\$10.00
GARBAGE <i>(Rates set by Fuch’s Sanitation)</i>	
City Admin Fee (included in charges below)	\$2.00
Single Garbage	\$13.89
Family Garbage	\$16.13
Residential Garbage Tax	9.75 %

Commercial Group 1 – A	\$17.06
Commercial Group 1 – B	\$19.21
Commercial Group 1 – C	\$21.36
Commercial Group 2 – A	\$18.61
Commercial Group 2 – B	\$13.18
Commercial Group 3	\$25.22
Commercial Group 4 – A	\$35.91
Commercial Group 4 – B	\$48.36
Commercial Group 4 – C	\$82.34
Commercial Group 5	\$71.95
Commercial Group 6 – A	\$88.00
Commercial Group 6 - B	\$157.07
Commercial Group 7	\$303.34
Commercial Group 8	\$781.74
Commercial Garbage Tax	17.00 %
Land Use – Zoning/Building Permits	
Fences, Decks, Small Storage Units (non-permanent)	\$10.00
Permanent Storage Unit – Secured/Slab	\$15.00
Additions, Porches, Patios—attached	\$20.00
Garages/Structures/Outbuildings—not attached	\$25.00
New Construction—Residential	\$50.00
New Construction—Commercial	\$100.00
Penalty – <i>projects started without council approval</i>	\$10.00
Zoning Ordinance—Change Requests	
Zoning Change	\$150.00
Zoning Fine—If construction began prior to approval	\$150.00
Variance/Conditional Use Request	\$150.00

Upon a roll call vote taken thereon the following voted in favor of said resolution: Mark Askelson, Paul Bekkerus, Michael Bolton, Ben Fall, & Mike Lampton; and the following voted against: None. WHEREUPON said resolution for the commitment of reserves was duly adopted this 11th day of January, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

PAY EQUITY—Council given current pay equity schedule per position with payroll values from year end 2020. MB/ML-m/s/p to approve sending on to the State of Minnesota. Brief questioning regarding top pay for the Public Works Foreman position and if it is not only contingent on years of service but acquiring proper licensing as well. It was agreed licensing is also required to reach top pay for any employee that a license is required for.

Meeting adjourned at 8:36, MB/MA-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

MONDAY, February 8, 2021 – TWIN VALLEY CITY COUNCIL
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Michael Bolton, Ben Fall, Mike Lampton
OTHERS: Kerry Askelson, Jason Douville, Connie Hamernik, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday February 8, 2021.

ADDITIONS TO THE AGENDA—PB/ML-m/s/p to approve the following two additions to the agenda—1) Riverview Dairy Update, 2) Skating Rink Lighting.

MONTHLY BUSINESS

Minutes—MA/PB-m/s/p to approve the minutes for January as written.

Disbursements—MB/MA-m/s/p to approve claims for 01/12/21-01/31/21 for \$159,539.92 and 02/01/21-02/08/21 for \$45,982.63 as well as payroll periods 12/27/20-01/09/21 for \$11,182.10, 01/10/21-01/23/21 for \$12,013.70 and 2020 Fire/Rescue of \$13,626.02 for a disbursement total of \$242,344.37.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
ARAMARK	Contracted Service	\$270.32
ARVIG	Utilities	\$588.48
BANKCARD CENTER	Operating Supplies	\$1,016.21

BORDER STATES ELECTRIC SUPPLY	Outlay - Streetlighting	\$6,314.91
BOUND TREE MEDICAL LLC	Operating Supplies	\$106.40
BUCKLE'S HARDWARE	Repairs & Maintenance	\$247.98
CNH INDUSTRIAL ACCOUNTS	Lease Payment	\$8,686.10
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
COMMUNITY CO-OPS-Lake Park	Utilities	\$1,828.01
EFTPS-ONLINE	Payroll Taxes	\$5,037.79
FURTHER	Employee Benefit	\$575.39
JULIN LAW OFFICE, PLLC	Professional Fee	\$86.25
K & K TOWING	Contracted Service	\$270.00
KRJB FM RADIO	Advertising	\$229.00
LEAGUE OF MINNESOTA CITIES	Training	\$360.00
LIBERTY BUSINESS SYSTEMS, INC.	Operating Supplies	\$73.16
MARCO TECHNOLOGIES LLC	Contracted Service	\$44.14
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MEDICA	Employee Benefit	\$2,597.98
MIDSTATES WIRELESS, INC.	Equipment	\$2,905.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$677.49
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$230.84
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
NORTHWEST BEVERAGE	Operating Supplies	\$18.00
OTTERTAIL POWER CO.	Utilities	\$3,471.92
PAYROLL	Wages	\$26,233.66
P.E.R.A. - SDR DIVISION	Employee Benefit	\$4,007.50
UNITED VALLEY BANK	Rental Fee	\$20.00
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Utilities	\$35.01
VOL. FIREFIGHTER'S BENEFIT ASSN-MN	Employee Benefit	\$14.00
	GENERAL FUND TOTAL	\$66,904.84
BREMER BANK	Bond Payment	\$85,672.25
	BOND TOTAL	\$85,672.25
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK	Operating Supplies	\$88.99
ARVIG	Utilities	\$176.89
BANKCARD CENTER	Operating Supplies	\$17.84
BUCKLE'S HARDWARE	Repairs & Maintenance	\$71.11
CNH INDUSTRIAL ACCOUNTS	Lease Payment	\$3,450.00
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$277.64
EFTPS-ONLINE	Payroll Taxes	\$772.89
FURTHER	Employee Benefit	\$145.70
GOPHER STATE ONE-CALL	Contracted Service	\$26.35
LIBERTY BUSINESS SYSTEMS, INC.	Operating Supplies	\$75.00
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MEDICA	Employee Benefit	\$849.06
MN DOR - PAYROLL TAX	Payroll Taxes	\$124.10
MN DOR - SALES & USE TAX	Sales Tax	\$94.00
MN PUBLIC FACILITIES AUTHORITY	Bond Payment	\$1,440.42
OTTERTAIL POWER CO.	Utilities	\$1,170.24
PAYROLL	Wages	\$2,498.56
P.E.R.A. - SDR DIVISION	Employee Benefit	\$543.58
USABLE LIFE	Employee Benefit	\$13.62
	WATER TOTAL	\$12,013.10
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK	Operating Supplies	\$88.99
ARVIG	Utilities	\$111.00
BUCKLE'S HARDWARE	Repairs & Maintenance	\$71.11
CNH INDUSTRIAL ACCOUNTS	Lease Payment	\$3,450.00
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$203.63
EFTPS-ONLINE	Payroll Taxes	\$772.88
FURTHER	Employee Benefit	\$145.69

GOPHER STATE ONE-CALL	Contracted Service	\$26.35
LIBERTY BUSINESS SYSTEMS, INC.	Operating Supplies	\$75.00
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MEDICA	Employee Benefit	\$849.06
MN DOR - PAYROLL TAX	Payroll Taxes	\$124.10
MN POLLUTION CONTROL AGENCY	Training	\$55.00
OTTERTAIL POWER CO.	Utilities	\$110.32
PAYROLL	Wages	\$2,498.56
P.E.R.A. - SDR DIVISION	Employee Benefit	\$543.57
USABLE LIFE	Employee Benefit	\$13.60
	SEWER TOTAL	\$9,315.97
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$11,115.69
MN DOR - SALES & USE TAX	Sales Tax	\$775.00
NORMAN CO. AUDITOR/TREASURER	Contracted Service	\$300.00
	GARBAGE TOTAL	\$12,190.69
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ANDER'S VALLEY PUBLISHING, LLC	Publishing	\$69.00
ARVIG	Utilities	\$346.74
BANKCARD CENTER	Operating Supplies	\$224.34
BERGSETH BROS.	Merchandise for Resale	\$4,520.30
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,394.56
BUCKLE'S HARDWARE	Repairs & Maintenance	\$80.13
CNH INDUSTRIAL ACCOUNTS	Lease Payment	\$2,500.00
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$240.00
COMMUNITY CO-OPS-Lake Park	Utilities	\$211.79
D-S BEVERAGES	Merchandise for Resale	\$9,462.20
EFTPS-ONLINE	Payroll Taxes	\$1,368.45
ELECTRO WATCHMAN, INC.	Contracted Service	\$186.71
FURTHER	Employee Benefit	\$110.00
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$334.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$866.25
HENRY'S FOODS INC.	Merchandise for Resale	\$1,735.67
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$4,891.87
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,463.55
MEDICA	Employee Benefit	\$696.74
MN DOR - PAYROLL TAX	Payroll Taxes	\$175.23
MN DOR - SALES & USE TAX	Sales Tax	\$3,334.00
OTTERTAIL POWER CO.	Utilities	\$945.76
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$49.33
PAYROLL	Wages	\$5,591.04
P.E.R.A. - SDR DIVISION	Employee Benefit	\$894.52
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,273.69
TAKEOUT7 INC	Contracted Service	\$1.50
TWEETON REFRIGERATION, INC.	Repairs & Maintenance	\$228.75
USABLE LIFE	Employee Benefit	\$22.82
	LIQUOR TOTAL	\$44,447.52
THOM CONSTRUCTION, INC.	Contracted Service	\$11,800.00
	SPLASH PARK TOTAL	\$11,800.00
	DISBURSEMENT TOTAL	\$242,334.37

MAYOR—Fall had previously heard a report of frozen water lines in town. Kerry is aware of a couple homes which have had freezing, nothing major for the City to be concerned with at this time. Should it become a bigger problem, the Council is able to declare a winter emergency. The Public Works Department and Office staff will monitor the situation.

LIQUOR— Skaurud reported gross sales of \$37,648.69 and ATM revenue of \$258 for January. Sales are down from 2020, mostly due to COVID closures and cold weather. Skaurud hopes to return to Trivia Nights soon. Noted that the bathroom fan in the men’s room needs to be replaced. Tweeton’s was also in again to repair a cooler door.

EDA/PARKS—Mark Askelson reported on the EDA/Park Meeting. The committees are working on a new five-year plan, focusing on updating park signage, playgrounds, and water activities at Heiberg park. Askelson also reported that he was in contact with Lyle Grim from Riverview Dairy. He is the construction manger working on renovations at the Lincoln Terrace Building. Riverview Dairy is adding more living space and expects to have roughly 75 people housed in this facility in the near future. Discussed the impact this increase in residents will have on the City. Discussed ides for construction workers to stay during the construction of the Dairy north east of town. There is a possibility of creating construction camping areas on City land between the Liquor Store and City Shop to help accommodate. Askelson suggested holding a local meeting with area businesses to discuss needs and accommodations. Briefly discussed lighting at the skating rink. Once the weather warms up to decent temperatures for skating, Askelson will turn on the lights at the Rink. Discussed possibly keeping the warming house open during patrol hours if the police department is willing to keep an eye on the facility. Due to COVID restrictions, City staff determined opening the rink and hiring an attendant would not be appropriate.

PUBLIC WORKS—Kerry Askelson informed council that the *brakes* on the 2018 loader went out. He is working on having these repaired and hopeful that all or a portion of the repair will be covered under a warranty.

POLICE—Douville reported 49 calls for January. February has been off to a wild start already. The 2018 Squad car was taken to Hawley for repairs to the water pump. Douville informed council that this may be an expensive billing. He is hoping that a portion of the repairs will be covered under the vehicle warranty. Discussed an ongoing issue with complains on a property in town.

The city office staff, mayor, and police department have all received complaints on the amount of dismantled, partially dismantled, and/or unlicensed vehicles located at a property along Highway 32. Douville spoke with the owner of the property and a letter was sent from City hall to address the possible nuisance issues with these vehicles. The owner of this lot is not using this area as a sales lot, but instead as a repair shop lot, and is actively making repairs to these vehicles which are then taken back to North Dakota to be sold. It was the consensus that these vehicles need to be licensed with the State of Minnesota if they are to be stored in the open. The possibility of requesting a fence around the lot was discussed. In accordance with City Ordinance, the City would have the option to move forward with nuisance abatement, however before doing so it was discussed that involving the City attorney for a written opinion should be done. It was the consensus of the Council to try and resolve this issue with the owners civilly before taking any further action. A meeting time was set for 03/08/2021 at 6:30PM to invite the property owners to sit down and discuss concerns with the City Council. Clerk Johnson will send an invitation.

FIRE—Lampton reported 2 fire calls, 1 mutual aid to Gary and 1 lift assist, and 15 Rescue calls for January. Volunteer Firefighter Al Carlsrud tendered his written resignation from the fire department after 30 years of service. MB/MA-m/s/p to accept his retirement and thank him for his service. Carlsrud will be awarded for his years of service at the summer Fire Department cookout. Distributed to Council a notice from the State of Minnesota P.E.R.A in regards to the funding for the volunteer firefighters' benefits. Currently the program still has excess funding and no additional contributions are necessary. The Fire Department is also working on updating mutual aid contracts with surrounding city's not located within Norman County.

ESCROW ACCOUNTS—As previously discussed in November 2020, Clerk Johnson has been in contact with the Minnesota Department of Commerce in regards to establishing an escrow fund for the City of Twin Valley. The City is required to pass a resolution to create this fund and send a copy of the resolution to the MN State Commissioner to be added to their listing of Municipals with escrow accounts. Passing this resolution would allow for the creation of an escrow fund account to be used to recoup insurance payments made on homes/buildings that are damaged/destroyed and in violation of City Code due to fire or explosion to ensure code violations are corrected before funds are turned over completely to the property owner. Councilmember Bekkerus motioned to introduce the following resolution, seconded by Councilmember Lampton to establish said fund.

RESOLUTION 2021—04

A RESOLUTION TO ESTABLISH AN ESCROW ACCOUNT FOR THE CITY OF TWIN VALLEY IN ACCORDANCE WITH MN STATE STATUTE 65A.50, SUBDIVISION 12 – FIRE OR EXPLOSION LOSS PROCEEDS

WHEREAS; the City Council for the City of Twin Valley wishes to establish an escrow account in relation to insured real property fire or explosion loss proceeds in accordance with MN State Statute 65A.50; and

WHEREAS; an Escrow Fund Account will be established under the General Fund for the City of Twin Valley to be used for any insurance funds received as a result of a claim filed against a damaged insured structure which

violates existing named health and safety standards of the City of Twin Valley Municipal Code, to be used to ensure the repair, replacement, or removal of said damaged structure; and

WHEREAS; the City of Twin Valley shall notify the Commissioner of said escrow account, and shall remain on the list until written request for deletion is sent; and the City of Twin Valley shall report to the Commissioner every two (2) years in writing as to the extent of the municipality's use of said account.

THEREFORE, BE IT RESOLVED, by the Twin Valley City Council, that an Escrow Account is hereby established to be used only in accordance with all sections of Minnesota State Statute 65A.50. Upon a roll call vote the following members voted in favor: Paul Bekkerus, Mike Bolton, Mike Lampton, Mark Askelson and Ben Fall; and the following voted against the same: None. **WHEREUPON,** said resolution was duly adopted this 8th day of February, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

FINANCE—The City financial statement for January was distributed to Council. No questions on current finances. Discussed budgeting in the future for lighting at the Splash Park as well as a new bill that was introduced to the Minnesota House of Representatives February 1st by Rep. Paul Marquardt that if passed, would effect the way the City handles budgeting and truth in taxation. *(HF 496: A bill for an act relating to taxation; property; establishing a citizens' property tax advisory committee; requiring additional information to be sent with the notice of proposed property taxes; establishing Minnesota Property Taxpayer's Day; amending Minnesota Statutes 2020, section 275.065, subdivisions 1, 3, by adding subdivisions; proposing coding for new law in Minnesota Statutes, chapter 275.)*

FYI/OTHER—Council made aware of four properties sold on forfeiture for which new owners will be receiving notices of the re-assessment of outstanding special assessments. Property owners will be invited to attend meeting 03/08/21 at 7:00PM to address any concerns before the assessments are re-applied.

Meeting adjourned at 7:50PM, ML/MA-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

**MONDAY, March 8, 2021 – TWIN VALLEY CITY COUNCIL
SPECIAL & REGULAR MONTHLY MEETING
Twin Valley Community Center – 6:30 PM**

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, Michael Bolton, **ABSENT:** Mike Lampton
OTHERS: Connie Hamernik, Jason Douville, Kerry Askelson, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a special meeting at 6:30PM, to discuss the ongoing nuisance vehicle violation at 307 1st St NW.

Following the regular February Council meeting (02/08/2021) a notice was mailed to the property owner of record with the Norman County Courthouse extending an invitation to meet with the City Council to discuss a resolution for the ongoing ordinance violation (92.20 Inoperable Motor Vehicles). No return correspondence was received, no attendees at meeting to discuss.

Mayor Fall distributed two Minnesota State Statutes which also coincide with this violation. 161.242 Junk Yard Act and 168A.1501 Scrapped, Dismantled, or Destroyed Vehicle. Under the Junk Yard Act *"Subdivision 1. Legislative findings and purpose— It is hereby found that the operation of motor vehicle, agricultural, construction machinery or other junk yards adjacent to the trunk highways on which motor vehicles are operated is a distracting influence on drivers, thereby impairing the public safety; and that junk yards are unsightly, thus impairing the public investment in such highways..."* AND *"Subd. 2 Definitions (g) "Junk yard" means an establishment, place of business, or place of storage or deposit, which is maintained, operated, or used for storing, keeping, buying, or selling junk, or for the maintenance or operation of an automobile graveyard, and shall include garbage dumps and sanitary fills not regulated by the Minnesota Pollution Control Agency, any of which are wholly or partly within one-half mile of any right-of-way of any state trunk highway, including the interstate highways, whether maintained in connection with another business or not, where the waste, body, or discarded material stored is equal in bulk to five or more motor vehicles and which are to be resold for used parts or old iron, metal, glass, or other discarded material."* AND *"Subd. 3 Unauthorized junk yards prohibited. (a) A junk yard may not exist or be operated outside a zone or unzoned industrial area. ... (b) A portion of a junk yard that cannot be effectively screened must be removed or relocated..."*

Owning scrapped, dismantled, or destroyed vehicles also comes with a plethora of required documentation, as outlined in MN SS 168A.1501. All current vehicles located at the property do not appear to have proper proof of ownership at this time. With the location of the nuisance violation along Minnesota State Highway 32, outside of an industrial zone, and unscreened, without proper records of ownership, the Council unanimously agreed that this issue needed to be addressed as soon as possible. Askelson noted that the vehicles are likely leaking fluids

which is an environmental violation at the very least. Council discussed the option of requiring a fence or screen, however regardless of a fence, the lot is still not correctly zoned for the collection of "junk". It was agreed that a solution to this issue needs to be completed before the summer months. Mayor Fall will be in contact with the Commissioner of Public Safety to address the best actions moving forward. Should the State be unable to assist the City will move forward with legal action.

Meeting recessed at 6:47PM.

Mayor Fall called the regular meeting of the Twin Valley City Council back to order at 7:00 PM.

ADDITIONS TO THE AGENDA—PB/MA-m/s/p to approve the following additions to the agenda – Advertising request from KRJB & TV Riders Club, and Volleyball Court proposal form EDA.

MONTHLY BUSINESS

Minutes—MA/PB-m/s/p to accept the minutes, with a notation that 'brakes' was spelled incorrectly in regards to the loader.

Disbursements—MB/MA-m/s/p to approve claims for 02/09/2021 – 02/28/2021 for \$49,113.82 as well as 03/01/2021 – 03/08/2021 for \$33,538.32 and payroll periods 01/24/2021 – 02/06/2021 for \$11,297.64 and 02/07/2021 – 02/20/2021 for \$12,081.41 for a grand total of \$106,031.19.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
ANDER'S VALLEY PUBLISHING, LLC	Publishing	\$204.75
ARAMARK	Contracted Service	\$225.06
BANKCARD CENTER	Operating Supplies	\$958.18
BUCKLE'S HARDWARE	Repairs & Maintenance	\$133.17
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
COMMUNITY CO-OPS-Lake Park	Utilities	\$2,096.64
EFTPS-ONLINE	Payroll Taxes	\$2,694.46
FURTHER	Employee Benefit	\$715.39
J. P. COOKE COMPANY	Operating Supplies	\$63.30
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$147.16
JULIN LAW OFFICE, PLLC	Professional Fee	\$135.00
K & K TOWING	Contracted Service	\$180.00
M STATE	Training & Registration	\$629.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$59.70
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
McCOLLUM HDWE, INC.	Repairs & Maintenance	\$94.01
MIDSTATES WIRELESS, INC.	Repairs & Maintenance	\$62.50
MJM NYSETVOLD INC.	Contracted Service	\$230.22
MN DOR - PAYROLL TAX	Payroll Taxes	\$652.37
MN STATE COMM & TECH COLLEGE	Training & Registration	\$2,170.00
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Grant	\$7,767.98
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$702.15
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
NORTHWEST BEVERAGE	Operating Supplies	\$28.00
OTTERTAIL POWER CO.	Utilities	\$3,706.22
PAYROLL	Wages	\$12,416.32
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,990.88
PRODUCTIVITY PLUS ACCOUNT	Repairs & Maintenance	\$2,000.00
RACHEL JOHNSON	Reimbursement	\$1,027.89
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Utilities	\$355.18
GENERAL FUND TOTAL		\$44,404.33
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK	Contracted Service	\$78.43
BUCKLE'S HARDWARE	Repairs & Maintenance	\$15.36
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$309.11
EFTPS-ONLINE	Payroll Taxes	\$773.60
FURTHER	Employee Benefit	\$180.70
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DEPT. OF HEALTH	Professional Fee	\$3,713.00

MN DOR - PAYROLL TAX	Payroll Taxes	\$123.87
MN DOR - SALES & USE TAX	Sales tax	\$72.00
OTTERTAIL POWER CO.	Utilities	\$1,181.13
PAYROLL	Wages	\$2,502.80
P.E.R.A. - SDR DIVISION	Employee Benefit	\$544.22
PRODUCTIVITY PLUS ACCOUNT	Repairs & Maintenance	\$250.31
SOFTLINE DATA, INC.	Operating Supplies	\$100.00
USABLE LIFE	Employee Benefit	\$13.62
VERIZON WIRELESS	Utilities	\$33.09
WEBBER FAMILY MOTORS & QUICKLANE	Repairs & Maintenance	\$270.09
	WATER FUND TOTAL	\$10,338.44
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK	Contracted Service	\$78.43
BANKCARD CENTER	Operating Supplies	\$102.49
BUCKLE'S HARDWARE	Repairs & Maintenance	\$15.36
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$190.35
EFTPS-ONLINE	Payroll Taxes	\$773.59
FURTHER	Employee Benefit	\$180.69
GERRY'S FOODS, INC	Operating Supplies	\$8.99
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$123.87
MN RURAL WATER ASSN.	Training & Registration	\$255.00
OTTERTAIL POWER CO.	Utilities	\$97.43
PAYROLL	Wages	\$2,502.80
P.E.R.A. - SDR DIVISION	Employee Benefit	\$544.27
PRODUCTIVITY PLUS ACCOUNT	Repairs & Maintenance	\$250.00
RMB ENVIRONMENTAL LABS, INC.	Professional Fee	\$15.00
SOFTLINE DATA, INC.	Operating Supplies	\$100.00
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Utilities	\$33.08
	SEWER FUND TOTAL	\$5,462.06
BANKCARD CENTER	Operating Supplies	\$194.33
MN DOR - SALES & USE TAX	Sales tax	\$711.00
SOFTLINE DATA, INC.	Operating Supplies	\$15.00
	GARBAGE FUND TOTAL	\$920.33
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
BANKCARD CENTER	Operating Supplies	\$179.58
BERGSETH BROS.	Merchandise for Resale	\$716.80
BEVERAGE WHOLESALERS	Merchandise for Resale	\$581.20
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$862.95
BUCKLE'S HARDWARE	Repairs & Maintenance	\$25.00
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$279.50
COMMUNITY CO-OPS-Lake Park	Utilities	\$265.36
D-S BEVERAGES	Merchandise for Resale	\$7,333.75
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$56.96
EFTPS-ONLINE	Payroll Taxes	\$1,387.10
FURTHER	Employee Benefit	\$110.00
GERRY'S FOODS, INC	Operating Supplies	\$5.18
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$111.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$345.00
HENRY'S FOODS INC.	Merchandise for Resale	\$2,109.58
ILLINOIS CASUALTY COMPANY	Insurance	\$4,143.00
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$1,687.67
KRJB FM RADIO	Advertising	\$150.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$836.90
MN DOR - PAYROLL TAX	Payroll Taxes	\$155.24
MN DOR - SALES & USE TAX	Sales tax	\$3,255.00
MN LICENSED BEVERAGE ASSN.	Membership Dues	\$360.00
NANCY CROMPTON, OWNER	Merchandise for Resale	\$1,485.00
OTTERTAIL POWER CO.	Utilities	\$889.73

OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$53.52
PAYROLL	Wages	\$5,957.13
P.E.R.A. - SDR DIVISION	Employee Benefit	\$900.52
PEPSI-COLA **	Merchandise for Resale	\$184.80
RACHEL JOHNSON	Reimbursement	\$18.21
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$4,951.19
TAKE OUT7 INC	Contracted Service	\$1.50
USABLE LIFE	Employee Benefit	\$22.67
LIQUOR FUND TOTAL		\$39,649.12
RACHEL JOHNSON	Reimbursement	\$256.91
EDA FUND TOTAL		\$256.91
MJM NYSETVOLD INC.	Contracted Service	\$5,000.00
SPLASH PARK TOTAL		\$5,000.00
DISBURSEMENT TOTAL		\$106,031.19

FORFEITED PROPERTY ASSESSMENTS—Clerk Johnson presented Council with the following listing for properties sold on the County Forfeiture Sale in December as well as the amount outstanding on all special assessments at the time of sale. All new owners of the forfeited properties were sent a letter prior to the meeting giving the following information on reassessment to their new property and an invitation to attend meeting to discuss. No citizens in attendance, no requests received prior to meeting.

EXHIBIT A (Resolution 2021-05)

32-8303000 310 2nd St NW			
	CURRENT	P/D	TOTAL
9095	\$ 175.50	\$ 294.78	\$ 470.28
9607	\$ 1,567.97	\$ 609.14	\$ 2,177.11
1009	\$ 0.00	\$ 3,850.00	\$ 3,850.00
\$ 1,743.47		\$ 4,753.92	\$ 6,497.39
32-8542000 105 1st St SE			
	CURRENT	P/D	TOTAL
7107	\$ 1,556.69	\$ 592.76	\$ 2,149.45
9095	\$ 100.00	\$ 160.00	\$ 260.00
9607	\$ 2,741.65	\$ 1,044.00	\$ 3,785.65
1007	\$ 0.00	\$ 188.74	\$ 188.74
1009	\$ 0.00	\$ 200.00	\$ 200.00
\$ 4,398.34		\$ 2,185.50	\$ 6,583.84
32-8679000 611 Pleasant Ave SE			
	CURRENT	P/D	TOTAL
7107	\$ 2,659.97	\$ 1,012.88	\$ 3,672.85
9607	\$ 100.00	\$ 160.00	\$ 260.00
1007	\$ 0.00	\$ 173.74	\$ 173.74
\$ 2,759.97		\$ 1,346.62	\$ 4,106.59
32-841000 108 1st St SW			
	CURRENT	P/D	TOTAL
7107	\$ 2,108.33	\$ 831.71	\$ 2,940.04
9607	\$ 165.81	\$ 65.46	\$ 231.27
\$ 2,274.14		\$ 897.17	\$ 3,171.31

Councilmember Askelson questioned if the house located at 105 1st St SE was set to be taken down with the purchase. The new owner has not made any mention of their intentions at this time. Askelson as well as other members of the Council expressed concern over the current state of dilapidation the home appears to be in. The City of Twin Valley does offer a demolition incentive of up to \$1,000 if requested prior to the removal of dilapidated buildings. No further action was addressed over these concerns. Councilmember Bolton motioned to reassess all outstanding balances to the tax rolls, motion seconded by Councilmember Askelson and the following resolution was introduced.

RESOLUTION 2021—05

A RESOLUTION FOR THE RE-ASSESSMENT OF SPECIAL ASSESSMENTS ON TAX FORFEITED PROPERTIES TRANSFERRED TO PRIVATE OWNERSHIP

WHEREAS, properties which have been forfeited for non-payment of taxes are subject to reassessment pursuant to Minnesota Statute 429.071. **AND WHEREAS**, the amount of special assessments subject to reassessment is

determined by a resolution of the Twin Valley City Council following the sale of the forfeited land or parcel by the Norman County Auditor.

THEREFORE, BE IT RESOLVED, the Twin Valley City Council in accordance with MN Statutes 429.061, after advance notice and hearing, has determined the re-assessment values, as listed in Exhibit A, which values will be sent to the Norman County Auditor/Treasurers office for re-assessment for the next payable tax year. Upon a roll call vote the following members voted in favor: Paul Bekkerus, Mike Bolton, Mark Askelson and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 8th day of March, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

MAYOR—Fall expressed his hopes that Spring is here to stay. With this in mind, Fall encourages the citizens of Twin Valley to begin spring cleanup of their yards. City Cleanup day is scheduled for April 22. Fall confirmed with Kerry Askelson that the Public Works department is willing to help with the removal of larger items from yards should it be requested. (ie. appliances, scrap metal)

LIQUOR—Skaurud reported gross sales for February of \$38,295.35 and ATM revenue of \$300. On-Sale sales continue to be down from previous years as a result of the COVID-19 Pandemic, early closings and lack of events. Trivia night has started back up. The All-School Reunion Committee is hosting a meat raffle on Friday the 19th. Skaurud hopes that the close of ice fishing season will result in larger profits for the bar. Is also looking forward to summer and hosting outdoor events again. Confirmed with Councilmember Bekkerus the policy on Minors at the liquor store. Current policy states all minors must be accompanied by a parent or guardian and are to be out of the bar by 8:00PM.

Skaurud presented on behalf of the Moonshiners Snowmobile Club, a request to build a second storage building on Liquor Store property to house their new machinery. The building would be 16x24, placed to the East and built to match the current shed. Council expressed no issues with request.

Brief discussion on the discontinuation of Arvig cable television in town. The Liquor Store has not received any communications about the current cable package at the bar at this time.

EDA/PARKS—Mark Askelson updated Council on current committee plans. A rough draft of a new Parks Priority Plan was distributed for review. The committee will continue to work on a timeline and funding sources and present a final plan to the Council for approval in the coming months. Requested Council approval to request a quote from Deep Roots Land Service for the relocation of the Volleyball court to Herold’s Court. M. Askelson estimated the cost would be around \$500.00. The poles are able to be moved, however a new net should be looked into. Will bring a full quote to a future meeting. Brief discussion on the paving of Herold’s Court once the Splash Park, Volleyball Area and Skating rink are all operational. Kerry Askelson mentioned that hopefully the City will be able to tie in paving with updates to the sewer lines, as soon as the project is able to be funded by the PFA. Currently the project has not received enough priority points to be fundable.

Bekkerus asked about getting quotes for the replacement of a slide located at the Lincoln park. He will work with Kerry Askelson to bring quotes to a future meeting.

Mark Askelson is still working with Riverview Dairy and Protein Source to set up a community meet and greet and job fair. A tentative date is set for March 31st in the Community Center. Askelson hopes that most of the local business owners will be in attendance.

PUBLIC WORKS—Kerry Askelson has set up a meeting with Maguire Iron for March 23rd at 3:30PM in the Community Center to discuss with the Council maintenance needs and plans for the water tower moving forward. The City’s current maintenance contract with Maguire Iron expires this year.

A new frozen water lines policy, as drafted by Minnesota Rural Water was present to the Council for approval. The purpose of this policy is to provide the City of Twin Valley procedures to help eliminate frozen water and sewer lines and what happens in the event of frozen water and sewer lines. Procedures identified in this policy are intended to maintain City wide formality and to identify responsibility of maintenance and repair. The City will provide maintenance only to the City’s infrastructure in a safe and cost-effective manner, keeping in mind safety, budget, personnel, and environmental concerns. Councilmember Bolton motioned to accept the policy as written, seconded by Councilmember Askelson the following resolution to adopt said policy was introduced.

RESOLUTION 2021—06
A RESOLUTION TO ADOPT A FROZEN WATER LINES POLICY FOR THE CITY OF TWIN VALLEY UTILITY DEPARTMENT

WHEREAS, the City of Twin Valley City Council along with the Utility Department Personnel agree it is both necessary and helpful to follow a standard policy in reference to frozen water lines and wish to adopt the policy as drafted by the Minnesota Rural Water Association.

THEREFORE, BE IT RESOLVED, that the City of Twin Valley City Council does hereby accept and instate the Frozen Water Line Policy, fully provided as an addendum to the Official City Council Minutes and available for full review at the City Offices.

Upon a roll call vote the following members voted in favor: Paul Bekkerus, Mike Bolton, Mark Askelson and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 8th day of March, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Councilmember Bekkerus asked Kerry about placing a garbage can along Highway 32 near the gazebo as he has noticed an abundance of trash gathering there. Also suggested the wooden garbage cans around town be replaced. PB/MA-m/s/p to approve purchasing five new industrial garbage cans from the refuse fund. Discussion on pet waste and how to properly dispose. Council and Clerk was unsure on the garbage hauling policies on proper disposal. Will look into what other cities do.

Bekkerus questioned placing banners along Highway 32 as a project for the All-School Reunion. Douville mentioned the reason no banners are currently hung is due to the close proximity to the road, larger vehicles have taken down banners in the past. Also discussed the possibility to having the garden club place flower baskets along Main Ave.

Bekkerus questioned the progress on the Splash Park, asking that a date of completion be set. Bekkerus was given the current engineers phone number to call and discuss outstanding accepted quotations and plans. A meeting was set for 03/23 at 5:00PM for the Council, Askelson, and Johnson to gather at the splash park building to address needs.

POLICE—Douville reported 33 calls for the month of February, a record low. Discussed cleanup day (4/22) and requested that the Nuisance Committee (Askelson & Bekkerus) provide a list of properties to address beforehand. Repairs have been completed on both squad vehicles, amounting to \$1,000. Bekkerus questioned Douville on police security for the upcoming dances to be held for Town & Country Days. Douville will provide an officer at no cost for the community events where necessary. Also informed Council of the declaration of a Danger Dog in the City of Twin Valley. As of the time of the Council meeting the owner of the dog had informed the City Staff the animal had been removed from town and destroyed.

FIRE/RESCUE—Bekkerus updated Council on the department plans to host a breakfast on the Sunday of Town & Country Days (07/19). Will also be in attendance for all three events at K&K Towing.

FINANCE—The City financial statement for February was distributed to Council. No questions on current finances.

NEW BUSINESS—PB/MA-m/s/p to approve Raffle permit requests from both the Wild Rice Conservation Club and the All-School Reunion Committee to host lawful gambling in the City of Twin Valley. PB/MA-m/s/p to approve advertising at the Twin Valley Rider’s Club Arena at \$100.00 to be paid from the Liquor Fund. MB/PB-m/s/p (Askelson abstaining) to approve spending \$350.00 towards advertising on KRJB during playoff games.

FYI/OTHER—Certificate of Pay Equity Compliance was presented to Council.

Meeting adjourned at 8:17PM, MA/PB-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

TUESDAY, March 23, 2021 – TWIN VALLEY CITY COUNCIL
INFORMATIONAL MEETING

MEMBERS: Mark Askelson, Ben Fall, Michael Bolton, Mike Lampton
OTHERS: Kerry Askelson, Kyler Fischer (Maguire Iron), Kris Carlson, Alex Ranz (Ulteig)

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a special informational meeting on Tuesday, March 23, 2021 at 3:30 PM.

MAGUIRE IRON—Kyle Fischer, Water Tower Expert from Maguire Iron gave a presentation to the Council on the City Water tower and needed maintenance. Introduced Council to a full-service maintenance contract that would in the future cover costs associated with the maintenance and painting of the tower. (To exclude such cosmetic maintenance such as outer tower washing.) The upfront cost to renovate both the exterior and interior of the tower is \$123,450.00. With the Full-Service maintenance contract this fee would be broken down into a four-year payment, interest free, in addition to a maintenance fee each year for the maintenance and care of the tower. The cost per year for the first four years would be \$41,252. The following years would start at \$14,975 and increase at a set 4% each year through 2030. Under this program, in 2031 the tower would be eligible to be renovated again at no additional cost to the City. The tower was last painted inside in 1995 and outside in 2002, making it over the recommended timeframe to have renovations made. However, it was noted that the tower does appear to be in great shape. The council will consider both a full-maintenance contract and a limited contract for as needed maintenance at a future meeting. There are currently no plans to make any renovations until 2022.

ULTEIG—Alex Ranz and Kris Carlson updated council on the City’s current infrastructure improvement plans including three parts. Part A—Herold Court Sanitary Improvements, with the addition of Herold Court Paving. Cost for the sewer improvements is estimated at \$668,760.00, costs for paving estimated at \$272,350.00. Part B—Sanitary Lift Station Improvements has an estimated cost of \$217,350.00. Part C—Sanitary Sewer Collection Systems Improvements has an estimated cost of \$483,975.00. A Facility Plan for these projects was submitted to the MPCA in 2016 and has preliminary approval. At this time the City is waiting for the project to gain enough points to be in the fundable range with the MN PFA. More information on where the City stands will be available in June.

SPLASH PARK—Councilmembers, Askelson, Johnson, and Ranz migrated to the Splash Park to discuss final building interior needs. Plans are to have the building complete and operational by spring.

Meeting adjourned at 5:30 PM.

Attest: _____ Signed: _____
RACHEL JOHNSON, CLERK TREASURER BENJAMIN FALL, MAYOR

MONDAY, April 12, 2021 – TWIN VALLEY CITY COUNCIL
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, Michael Bolton, Mike Lampton
OTHERS: Connie Hamernik, Jason Douville, Kerry Askelson, Lori Skaurud, Kris Carlson, Joe Diepenbrock

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday April 12, 2021.

CITIZENS FORUM—Joe Diepenbrock, property owner at 109 Main Ave E, approached Council to personally request a \$1,000.00 demolition incentive to be spent towards the costs associated with the removal of the home and backfilling of basement. The home, which experienced an explosion in 2020, has already been removed from the site. Diepenbrock stated that at this time, homeowner’s insurance has not covered any of the costs of the house removal. A \$1,000 demolition incentive was already granted to Diepenbrock for the removal of a shed on this property in October of 2020. Council agreed to add this request to the agenda to discuss further. MB/ML-m/s/p.

MONTHLY BUSINESS

Minutes—MA/PB-m/s/p to approve minutes as written for March 2021.
Disbursements—MB/MS-m/s/p to approve claims for 03/09/21-03/31/21 for \$50,502.89 and 04/01/21-04/12/21 for \$57,041.96 as well as payroll periods 02/21/21-03/06/21 for \$10,884.31, 03/07/21-03/20/21 for \$11,898.31 and 03/21/21-04/03/21 for \$11,068.41 for a disbursement total of \$141,395.88.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$171.24
ADA BUILDING CENTER, INC.	Repairs & Maintenance	\$119.45
ADAPCO, INC.	Operating Supplies	\$2,419.00
ARAMARK	Contracted Service	\$235.00
ARVIG	Utility	\$1,174.14
BANKCARD CENTER	Operating Supplies	\$1,097.56
BUREAU OF CRIM. APPREHENSION	Professional Fee	\$180.00
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
COMMUNITY CO-OPS-Lake Park	Utility	\$1,392.38
EFTPS-ONLINE	Payroll Taxes	\$3,683.45
FURTHER	Employee Benefit	\$1,033.28
JULIN LAW OFFICE, PLLC	Professional Fee	\$94.50
KRJB FM RADIO	Advertising	\$350.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$44.14
MATRIX TRUST COMPANY	Employee Benefit	\$88.50
MEDICA	Employee Benefit	\$5,912.36
MELISSA ANDREW	Wimmer Reimbursement	\$107.13
MICHAEL LAMPTON	Reimbursement	\$125.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$869.52
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$310.91
NORMAN CO. AUDITOR/TREASURER	Property Taxes	\$1,411.00
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
NORTHWEST BEVERAGE	Contracted Service	\$19.00
OTTERTAIL POWER CO.	Utility	\$3,629.16
P.E.R.A. - SDR DIVISION	Employee Benefit	\$5,532.16
PAYROLL	Wages	\$17,871.15
POMP'S TIRE SERVICE INC.	Repairs & Maintenance	\$584.00
SHARON JOHNSON	Contracted Service	\$90.00
TEAM LABORATORY CHEMICAL, LLC	Operating Supplies	\$358.00
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Utility	\$417.19
GENERAL FUND		\$50,092.99
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK	Contracted Service	\$78.23
ARVIG	Utility	\$203.99
BANKCARD CENTER	Operating Supplies	\$41.59
CHOUNARD SERVICES	Repairs & Maintenance	\$62.50
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utility	\$333.11
EFTPS-ONLINE	Payroll Taxes	\$1,074.03
FURTHER	Employee Benefit	\$265.14
GERRY'S FOODS, INC	Operating Supplies	\$55.47
GOPHER STATE ONE-CALL	Contracted Service	\$25.00
HAWKINS, INC.	Operating Supplies	\$574.20
MATRIX TRUST COMPANY	Employee Benefit	\$105.75
MEDICA	Employee Benefit	\$2,235.45
MN DOR - PAYROLL TAX	Payroll Taxes	\$167.87
MN DOR - SALES & USE TAX	Sales Tax	\$91.00
NORMAN CO. AUDITOR/TREASURER	Property Taxes	\$37.50
OTTERTAIL POWER CO.	Utility	\$1,209.35
P.E.R.A. - SDR DIVISION	Employee Benefit	\$808.00
PAYROLL	Wages	\$3,512.01
SOFTLINE DATA, INC.	Contracted Service	\$175.00
USABLE LIFE	Employee Benefit	\$13.62
VERIZON WIRELESS	Utility	\$97.84
WATER FUND		\$11,271.26
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK	Contracted Service	\$78.23
ARVIG	Utility	\$231.49
BANKCARD CENTER	Operating Supplies	\$10.71
CHOUNARD SERVICES	Repairs & Maintenance	\$62.50

COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utility	\$111.09
DEAN THORSEN	Travel Reimbursement	\$35.16
EFTPS-ONLINE	Payroll Taxes	\$1,084.64
FURTHER	Employee Benefit	\$265.14
GOPHER STATE ONE-CALL	Contracted Service	\$25.00
MATRIX TRUST COMPANY	Employee Benefit	\$105.75
MEDICA	Employee Benefit	\$2,235.45
MN DOR - PAYROLL TAX	Payroll Taxes	\$167.87
MPCA - FISCAL SERVICES	Professional Fee	\$345.00
NORMAN CO. AUDITOR/TREASURER	Property Taxes	\$37.50
OTTERTAIL POWER CO.	Utility	\$100.63
P.E.R.A. - SDR DIVISION	Employee Benefit	\$807.97
PAYROLL	Wages	\$3,512.01
RMB ENVIRONMENTAL LABS, INC.	Professional Fee	\$79.00
TEAM LABORATORY CHEMICAL, LLC	Operating Supplies	\$750.00
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Utility	\$97.84
	SEWER FUND	\$10,261.19
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$10,799.77
MN DOR - SALES & USE TAX	Sales Tax	\$749.00
	GARBAGE FUND	\$11,548.77
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ARVIG	Utility	\$696.62
BANKCARD CENTER	Operating Supplies	\$12.42
BELLBOY CORPORATION	Merchandise for Resale	\$667.50
BERGSETH BROS.	Merchandise for Resale	\$2,109.15
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$2,192.65
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$718.00
COMMUNITY CO-OPS-Lake Park	Utility	\$73.73
D-S BEVERAGES	Merchandise for Resale	\$11,487.76
EFTPS-ONLINE	Payroll Taxes	\$2,092.23
FURTHER	Employee Benefit	\$220.00
GERRY'S FOODS, INC	Operating Supplies	\$10.36
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$234.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$520.80
HENRY'S FOODS INC.	Merchandise for Resale	\$2,632.59
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$3,501.77
MATTHEW J. ANDERSON	Contracted Service	\$300.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$5,205.97
MEDICA	Employee Benefit	\$1,393.45
MINNESOTA UNEMPLOYMENT INSURANCE	Unemployment Wages	\$1,733.24
MN DOR - PAYROLL TAX	Payroll Taxes	\$245.12
MN DOR - SALES & USE TAX	Sales Tax	\$4,118.00
NORMAN CO. AUDITOR/TREASURER	Property Taxes	\$258.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$42.75
OTTERTAIL POWER CO.	Utility	\$954.70
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$164.20
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,304.93
PAYROLL	Wages	\$8,955.86
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$2,533.62
TWIN VALLEY RIDERS CLUB	Advertising	\$100.00
USABLE LIFE	Employee Benefit	\$22.67
	LIQUOR FUND	\$54,730.67
ADA BUILDING CENTER, INC.	Building Supplies	\$991.00
	SPLASH PARK FUND	\$991.00
TAFT STETTINIUS & HOLLISTER LLP	Professional Fee	\$2,500.00
	EDA FUND	\$2,500.00
	TOTAL DISBURSEMENTS	\$141,395.88

ULTEIG—Kris Carlson attended meeting to give the Council an update on the preliminary cost estimates for the City Sewer Project as projected by USA Rural Development. The projected project total would be \$4,170,000. Based on the City's 490 equivalent dwelling units and median household income of \$35,703 the estimated loan/grant split would be 15/85. Currently the project sits at 38 PFA points, needing 40 to be fundable through that avenue. Carlson's suggestion was to wait until August and see how much funding USDA will have for the 2022 year and proceed from there. There is also a possibility that if the EDU for the City has decreased a better loan/grant ratio will be available.

MAYOR—Fall encourages everyone to continue to work at cleaning up properties for the upcoming events this summer. Also expressed appreciation for the volunteer help the City recently received on the splash park building project.

LIQUOR—Skaurud reported gross sales of \$46,281.10 and an ATM revenue of \$345 for March. Skaurud recently completed the first quarter inventory and felt the results were reasonable. Updated Council on scheduled events. Discussed upcoming changes to Arvig's cable television service. The liquor store will likely need to upgrade the internet to be able to continue to have all of the TV's on at once with the new internet-based cable service. A representative from Arvig will be in contact with City staff in the next month or two to make the change. Assistant manager Buschette resigned from the liquor store as of 04/06/2021. Skaurud is working with bartender Harrell to move him into the position on a trial basis for three months, after which time she will seek Council approval to promote him if everything works out. ML/PB-m/s/p to approve new fire Lyla Bolluyt as part time custodian. Skaurud is impressed with the quality of work Bolluyt has already completed. Asked for suggestions or ideas for the expansion of the outdoor patio area at the liquor store. It was decided the Liquor Committee, Skaurud, and Johnson would set up a meeting to come up with new ideas and bring final cost estimates to the Council at a later meeting.

EDA/PARKS—Mark Askelson presented quote for \$1,930 from Deep Roots Land Services, LLC for the relocation of the volleyball courts. MA/ML-m/s/p to approve. Expenditure will cover materials, labor, and machine time. Discussed Heiberg Park Northwest. The EDA/Parks committee hopes to move forward with plans to create a nature trail area through the Northwestern part of Heiberg Park. Community member Anne Nalewaja has volunteered to help with this project, including grant writing and use of time and equipment. Other community members have also been in touch with some members of the Council in regards to offering time and equipment for projects such as this. Concerns were voiced in regards to adjoining land owners possibly using City owned land as part of a paint ball course, and the liability the City may have should someone get hurt. Discussed having a boundary survey completed on this land, Kris Carlson will be in contact with their survey department for a cost estimate.

M. Askelson also informed Council that NCE will be resurfacing their basketball courts which is a nice improvement. Also addressed Buckle's Hardware, which is currently for sale at a cost of \$200,000 for all. Askelson hopes to see this business purchased and is working to promote the sale to any interested buyer.

Kerry Askelson reported that the base knotty pine has been installed in the splash park building. He is working with contractors to have concrete, taping and painting completed next. The heating unit has been installed; at this time, he is waiting on the Natural Gas to be connected.

PUBLIC WORKS—Council given maintenance proposal from Maguire Iron for a one-time service to include painting inside and outside of the water tower for a total cost of \$123,450.00. No work is scheduled to be completed until 2022. Council asked that clarification on the timeframe of work, and any applicable payment plans for the May meeting. K. Askelson inquired about trading in the 739 John Deere lawn mower for the 2021 mowing season. Current hours are roughly 454. Cost with trade in would be between \$5,000 and \$7,000. Council discussed budget, and equipment rotation. Councilmember Bolton was adamantly against the purchase of any new public works equipment. It was ultimately decided no new equipment was necessary. Councilmember Askelson suggested continuing to budget in the future for expensive equipment items to prevent the City from having major expenses at one time for lack of planning. Councilmember Bekkerus suggested budgeting funds towards making improvements to the old public works buildings as well.

Askelson received a request to have First Street SE bladed and new gravel placed. He will gather estimates to complete this. Fall suggested he work with the County to see if they would be willing to assist with local blading with the equipment stored at the local shop. Councilmember Bolton will be in contact with a member of the Norman County Highway Department.

POLICE—Douville reported 50 calls for March. Nuisance letters were mailed from the Clerk's office on 04/01/2021, all properties will be re-evaluated after 05/01/2021 and citations will be issued to those making no effort to abide by City Ordinance. Douville expressed he will also be following up with the outstanding nuisance at the old Standard Station on Highway 32 with citations as necessary.

FIRE/RESCUE—Lampton reported 1 fire and 11 rescue calls. MB/MA-m/s/p to apply with the DNR for a matching 50/50 grant to be used towards wildland fire equipment.

FINANCIALS—March financial statement distributed, no questions or concerns addressed.

NEW BUSINESS—Council further discussed the demolition incentive request from J. Diepenbrock. Council discussed the intention of the policy to only grant one incentive per property. Current policy does not explicitly state that the incentive is available once per property, instead leaving the granting of the incentive up to the Council’s discretion. The policy does state that all requests must be made in writing prior to demolition for consideration. Council agreed no further incentive would be granted. Councilmember Askelson suggested creating a special fund for this incentive for the future.

Councilmember Bolton motioned to approve the continual support of the Moonshiners Snowmobile Club, seconded by Councilmember Lampton the following resolution was passed.

RESOLUTION 2021—07
A RESOLUTION AUTHORIZING CONTINUED SPONSORSHIP OF THE SNOWMOBILE TRAILS OPERATED BY THE MOONSHIERS SNOWMOBILE CLUB

BE IT RESOLVED that the City of Twin Valley will continue to act as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for maintenance of the snowmobile trails managed by the Moonshiners Snowmobile Club.

BE IT FURTHER RESOLVED, that upon approval of its application by the State, the City of Twin Valley may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement.

BE IT FURTHER RESOLVED, that the City Clerk-Treasurer is hereby authorized to serve as fiscal agent for the above referenced project, and this Resolution will be effective until further council action is taken.

Upon a roll call vote the following members voted in favor: Askelson, Bekkerus, Bolton, Fall, Lampton and the following voted against the same: none. **WHEREUPON**, said resolution was duly adopted this 12th day of April, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

ALLEY VACATION—Council was informed of issues in regards to the lack of legal records involving the vacation of the alley once located within Block 4 of the Original Townsite between 3rd and 4th street. The alley has been out of service since the mid 1940’s when the original Memorial Nursing Home was constructed. Now, in order for the parcel owners in this area to have a proper title opinion done, proper documents must be recorded and filed with the County. To do so, a hearing is being called for Monday, May 3rd at 6:30 PM to begin the vacation process.

BUILDING PERMITS—MB/ML-m/s/p to approve two (2) building permits. 309 Main Ave W to install addition chain link fencing along property and 402 Eidem Ave SE to construct metal storage shed 10’x12’x7’. Council discussed application to build 12’x8’x10’ wooden play house at 403 Main Ave E. Concerns over the appearance of the current structures at this address were discussed. Multiple Councilmember expressed their desire to see siding completed on one project before issuing any new building permits. Councilmember Lampton will reach out to the property owner to discuss concerns. Building permit decision was tabled at this time.

DONATION REQUESTS—MA/PB-m/s/p to approve \$50.00 towards the membership fee for the Mudslingers ATV Club to be taken from Liquor Store funds. MB/MA-m/s/p to approve donating \$500.00 to the Twin Valley All School Reunion Committee, from liquor store funds. MB/MA-m/s/p to approve the donation of \$50.00 towards the Wild Rice Peacemakers for the Memorial Day shootout. MA/ML-m/s/p to support the NCE Post Prom with a donation of \$100.00 in Booster-Bucks.

FYI/OTHER—City of Twin Valley Board of Appeal and Equalization meeting is scheduled for Monday, May 3rd at 6:00 PM. All City Cleanup Day is scheduled for Thursday, April 22nd.

Meeting adjourned 8:57PM, MB/ML-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

MEMBERS: Mark Askelson, Ben Fall, Michael Bolton, Mike Lampton
OTHERS: Mindy Kinkade, Jill Murray, Barbara Bisson

ABSENT: Paul Bekkerus

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held the annual Board of Appeal and Equalization hearing on Monday, May 3, 2021 at 6:00 PM.

Council received 2020 Assessment Summary from Assessors office prior to meeting to review. Murray and Kinkade also presented Council with a listing of 9 property sales in Twin Valley for 2020. The current abstracted total value for the City of Twin Valley is \$23,433,100, of which the City Council, acting as the Board of Appeal and Equalization, can adjust up to 1% of.

Council reviewed appeal request from Barbara Bisson to lower the assessed Market Value of her recently purchased home at 205 Norman Ave NE from \$63,000 to \$53,600. Home was purchased in March for \$50,000 with a bank appraisal completed at \$51,000. MB/ML-m/s/p to approve adjustment as proposed from the assessor’s office. Board of Appeal and Equalization hearing closed at 6:40PM.

Mayor Fall called the public hearing to discuss the vacation of the alley with in block 4 of the original townsite to order at 6:40 PM. No citizens were present, no public comments received. Councilmember Lampton motioned to approve the vacation of the alley, previously located in block four of the Original Townsite. Motion seconded by councilmember Askelson, and the following resolution was adopted.

RESOLUTION 2021—08
A RESOLUTION VACATING THE ALLEY WITHIN BLOCK 4, ORIGINAL TOWNSITE, TWIN VALLEY, MINNESOTA

WHEREAS, the City Council, pursuant to Minnesota Statute § 412.851, is interested in vacating the alley described as:

The east-west alley located within Block 4 of the Original Townsite to the City of Twin Valley, Norman County, Minnesota, with the easterly boundary being 3rd Street and the westerly boundary the vacated 4th Street.

and setting a public hearing to consider the vacation of such alley; and

WHEREAS, a public hearing to consider the vacation of such alley was held on the 3rd day of May, 2021, before the City Council in the City Hall located at 107 2nd St. SW, Twin Valley, MN, at 6:30 p.m. after due published and posted notice had been given, as well as personal mailed notice to all affected property owners by the City Clerk on the 13th day of April, 2021, and all interested and affected persons were given an opportunity to voice their concerns and be heard; and

WHEREAS, any person, corporation or public body owning or controlling easements contained upon the property vacated, reserves the right to continue maintaining the same or to enter upon such way or portion thereof vacated to maintain, repair, replace or otherwise attend thereto; and

WHEREAS, that being there was no dissention on the public hearing that was scheduled and held at the time and date stated above,

AND **WHEREAS**, the Council in its discretion has determined that the vacation will benefit the public interest and four-fifths of all members of the City Council concur in this resolution;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TWIN VALLEY, MINNESOTA AS FOLLOWS:

That such petition for vacation is hereby granted and the alley described as follows is hereby vacated:

The east-west alley located within Block 4 of the Original Townsite to the City of Twin Valley, Norman County, Minnesota, with the easterly boundary being 3rd Street and the westerly boundary the vacated 4th Street.

BE IT **FURTHER RESOLVED**, that the Mayor and City Clerk are hereby authorized to sign all documents necessary to effectuate the intent of this resolution and file a notice of this vacation as required by law.

Passed by the City Council of Twin Valley, Minnesota this 3rd day of May, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

ML/MA-m/s/p to approve building permit application from the Norman County East School District to build 30’ x 30’ shelter on concrete slab on the North side of the school building.
MB/ML-m/s/p to approve demolition incentive request from A. Carlsrud for up to \$1,000 to be paid towards contractor costs for the removal of a dilapidated garage at 110 Cleveland Ave SW.

Meeting adjourned at 6:50PM, MA/MB-m/s/p

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

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MONDAY, May 10, 2021 – TWIN VALLEY CITY COUNCIL
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, Michael Bolton, Mike Lampton
OTHERS: Connie Hamernik, Jason Douville, Kerry Askelson, Lori Skaurud, Michelle Swant, Kyle Fischer, Marit Martell

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday May 10, 2021.

AUDIT—Marit Martell with Hoffman, Philipp, & Martell attended meeting to give the Council the final audit report for 2020. Martell explained that the City received a clean opinion, meaning there were no issues of concern. Expressed reliability in clerk’s monthly financial reports to Council. Reviewed multiple financial statements for each the governmental funding and enterprise funding. The City still holds a more than sufficient reserve balance of 70% of the average yearly expenses. All enterprise funds had a positive net position, showing they are sustaining themselves. The City’s total net position, assets over debt, for year in 2020 is \$5,972,925. Comparatively the City is managing finances extremely well. ML/MA-m/s/p to accept and approve 2020 final audit report.

CITIZENS FORUM—Michelle Swant attended meeting to discuss building permit request to construct a non-permanent wooden playhouse for her six-year-old child. Addressed Council concern over the current progress of her home remodel. Swant expressed intentions to have home sided and windows replaced before fall. MA/PB-m/s/p (3:2) to approve permit.

MONTHLY BUSINESS

Minutes—ML/PB-m/s/p to approve minutes for April as written.

Disbursements—MB/MA-m/s/p to approve claims for 04/13/21 – 04/30/21 of \$18,399.31 and 05/01/21 – 05/10/21 of \$92,111.99 as well as payroll periods 04/04/21 – 04/17/21 of \$12,099.88 and 04/18/21 – 05/01/21 of \$12,740.90 for a disbursement total of \$135,352.08.

VENDOR	DESCRIPTION	AMOUNT
2ND TO NONE SEPTIC SOLUTIONS, LLC	Contracted Service	\$306.02
A.F.L.A.C. WEST REGION	Employee Benefit	\$171.24
ANDER'S VALLEY PUBLISHING, LLC	Publishing	\$268.33
ARAMARK	Contracted Service	\$235.00
ARVIG	Utility	\$591.86
BANKCARD CENTER	Operating Supplies	\$1,047.44
BUCKLE'S HARDWARE	Repairs & Maintenance	\$522.87
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
COMMUNITY CO-OPS-Lake Park	Utility	\$1,392.37
EFTPS-ONLINE	Payroll Taxes	\$2,385.15
FURTHER	Employee Benefit	\$575.39
HOFFMAN, PHILIPP, & MARTELL, PLLC	Audit	\$2,900.00
JASON DOUVILLE	Reimbursement	\$225.12
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$72.02
JULIN LAW OFFICE, PLLC	Professional Service	\$403.00
LEAGUE OF MN CITIES INS TRUST	Insurance	\$21,776.70
MARCO TECHNOLOGIES LLC	Contracted Service	\$44.14
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$564.72
MN STATE COMM & TECH COLLEGE	Training	\$570.00
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Service	\$550.00
NORTHERN FIRE EQUIP.SERVICE	Contracted Service	\$273.35
NORTHWEST BEVERAGE	Operating Supplies	\$28.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$45.79
OTTERTAIL POWER CO.	Utility	\$2,905.61
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,640.41
PAYROLL	Wages	\$11,358.67
PLANX	Repairs & Maintenance	\$169.83
STONE'S MOBILE RADIO, INC.	Repairs & Maintenance	\$584.40
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Utility	\$35.01
	GENERAL FUND	\$53,921.21
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93

ANDER'S VALLEY PUBLISHING, LLC	Publishing	\$838.50
ARAMARK	Contracted Service	\$78.23
ARVIG	Utility	\$113.63
BANKCARD CENTER	Operating Supplies	\$16.03
BUCKLE'S HARDWARE	Repairs & Maintenance	\$185.42
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utility	\$323.01
CORE & MAIN LP	Repairs & Maintenance	\$1,462.96
EFTPS-ONLINE	Payroll Taxes	\$668.98
FURTHER	Employee Benefit	\$145.70
HAWKINS, INC.	Operating Supplies	\$907.00
HOFFMAN, PHILIPP, & MARTELL, PLLC	Audit	\$1,100.00
LEAGUE OF MN CITIES INS TRUST	Insurance	\$3,343.45
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$102.43
MN DOR - SALES & USE TAX	Sales Tax	\$95.00
MN RURAL WATER ASSN.	Dues & Subscriptions	\$394.90
NORTHERN FIRE EQUIP.SERVICE	Contracted Service	\$63.25
OTTERTAIL POWER CO.	Utility	\$1,089.10
P.E.R.A. - SDR DIVISION	Employee Benefit	\$525.45
PAYROLL	Wages	\$2,207.02
USABLE LIFE	Employee Benefit	\$13.62
USABLUBOOK	Operating Supplies	\$575.61
WATER FUND		\$14,426.40
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK	Contracted Service	\$78.23
ARVIG	Utility	\$111.08
BUCKLE'S HARDWARE	Repairs & Maintenance	\$121.92
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utility	\$75.51
EFTPS-ONLINE	Payroll Taxes	\$668.98
FURTHER	Employee Benefit	\$145.69
HOFFMAN, PHILIPP, & MARTELL, PLLC	Audit	\$1,100.00
LEAGUE OF MN CITIES INS TRUST	Insurance	\$2,686.45
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$102.43
NORTHERN FIRE EQUIP.SERVICE	Contracted Service	\$63.25
OTTERTAIL POWER CO.	Utility	\$99.41
P.E.R.A. - SDR DIVISION	Employee Benefit	\$525.44
PAYROLL	Wages	\$2,207.02
RMB ENVIRONMENTAL LABS, INC.	Professional Service	\$44.00
USABLE LIFE	Employee Benefit	\$13.60
SEWER FUND		\$8,220.12
HOFFMAN, PHILIPP, & MARTELL, PLLC	Audit	\$800.00
MN DOR - SALES & USE TAX	Sales Tax	\$868.00
NORMAN CO. AUDITOR/TREASURER	Professional Service	\$603.00
GARBAGE FUND		\$2,271.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ANDER'S VALLEY PUBLISHING, LLC	Advertising	\$15.00
ARVIG	Utility	\$348.47
BANKCARD CENTER	Operating Supplies	\$50.63
BERGSETH BROS.	Merchandise for Resale	\$4,136.45
BEVERAGE WHOLESALERS	Merchandise for Resale	\$324.60
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$2,511.27
BUCKLE'S HARDWARE	Repairs & Maintenance	\$29.96
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$438.50
COMMUNITY CO-OPS-Lake Park	Utility	\$43.45
DEANNE PETERICK	Reimbursement	\$9.99
D-S BEVERAGES	Merchandise for Resale	\$7,010.38
EFTPS-ONLINE	Payroll Taxes	\$2,606.63
FURTHER	Employee Benefit	\$110.00

GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$319.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$729.75
HENRY'S FOODS INC.	Merchandise for Resale	\$2,203.15
HOFFMAN, PHILIPP, & MARTELL, PLLC	Audit	\$2,700.00
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$6,053.40
LEAGUE OF MN CITIES INS TRUST	Insurance	\$3,644.40
LORI J. SKAURUD	Reimbursement	\$92.20
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,220.15
MEDICA	Employee Benefit	\$696.74
MN DOR - PAYROLL TAX	Payroll Taxes	\$385.54
MN DOR - SALES & USE TAX	Sales Tax	\$4,739.00
MUDSLINGERS OHV CLUB	Dues & Subscriptions	\$50.00
NORTHERN FIRE EQUIP.SERVICE	Contracted Service	\$13.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$48.24
OTTERTAIL POWER CO.	Utility	\$928.62
P.E.R.A. - SDR DIVISION	Employee Benefit	\$809.63
PAYROLL	Wages	\$9,068.07
PEPSI-COLA **	Merchandise for Resale	\$180.90
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,206.76
T.V. ALL SCHOOL REUNION	Donation	\$500.00
USABLE LIFE	Employee Benefit	\$22.67
WILD RICE PEACEMAKERS	Donation	\$50.00
LIQUOR FUND		\$54,525.13
ADA BUILDING CENTER, INC.	Building supplies	\$318.22
DUSTY GREEN, OWNER	Contracted Service	\$1,620.00
SPLASH PARK FUND		\$1,938.22
ANDER'S VALLEY PUBLISHING, LLC	Advertising	\$50.00
SHIP FUND (GARDENS)		\$50.00
DISBURSEMENT TOTAL		\$135,352.08

MAYOR—Fall noted that City Clean-up week has past, has noticed multiple properties having cleaned up nuisance items. Encourages the community to continue to work towards cleaning up yards before summer.

LIQUOR—Skaurud reported gross sales of \$53,071.87 and an ATM revenue of \$375 for April. Sales are up exponentially from 2020, as well net profit after the cost of goods. Updated Council on previous and upcoming events held. There is no current update on the patio area. Skaurud has been in contact with Todd’s Landscaping, as well as individual contractors and is waiting on quotes. Requested Council approval of new hire Jace Bueng. PB/ML-m/s/p to approve under Skaurud’s discretion.

EDA/PARKS—Mark Askelson addressed the confusion over the movement of the volleyball court. It was previously understood that new poles would be included in the original quote for movement. Dan Buckle has expressed that he is willing to donate towards a new net and ball. Fall expressed a citizen concern over why the City is contracting to have this done when we have all the necessary equipment. It was addressed that the issue is man power with other projects and work also needing to be completed on a daily basis by the public works two-man crew. K. Askelson updated Council on Splash Park progress. Plumber is working there this week, and hopes to have inside building and park equipment installed before the weekend. M. Askelson noted that the committee has had multiple interested members to fill the vacant position. It was the consensus that the committee has the authority to have additional community members should they decide to.

PUBLIC WORKS—Kyle Fischer attended Council meeting to answer questions in regards to the Contract for Services from Maguire Iron to paint the water tower. Fischer verified that the contract price of \$123,450 would be good if signed right away, for work to be completed in 2022. Also verified the City would be eligible to pay interest free over two years, half due upon completion, the second half due on the anniversary date in 2023. Discussed the increase in cost of goods, and the prospective increases over time. Fischer informed Council that the American Rescue Act funding that the City will be receiving would be able to be used towards this project, according to new documentation from the Federal government. Also discussed setting up a new maintenance and inspection contract with Maguire Iron. The City’s previous 10-year contract was completed in 2020. Due to the time frame of work set to be completed on the tower in 2022 the Council decided to hold off on future maintenance agreements at this time. MA/ML-m/s/p to accept Limited Maintenance Contract for Service from Maguire Iron for Interior and Exterior renovation for the water tower. The City will have the option at a later time to decide on and changes to paint color and design. Fischer will be in touch with the clerk as project nears.

K. Askelson updated council on issues with the water treatment plant. Recently the pump for well number 4 was out of service. A new pipe was installed with a new pump and everything is back working. Well number 5 will be

inspected later this year. Askelson discussed putting a culvert in the ditch line between First street SE and Highway 32. The estimated cost for the culver itself will be \$930.00. More information will be provided going forward on the total cost of the project. Five (5) new camping sites are being installed between the Liquor Store at the City Shop. Utilities are set to be dug in this week. MB/ML-m/s/p to set the rate at \$100.00 per week for these spots. Councilmember Askelson suggested the City create a rental policy for these camp sites, as well as the camping area at Heiberg Park. Clerk will check with other Cities for information. K. Askelson updated Council on other ongoing projects including lagoon discharge, tree removal, and scheduled alley/road repairs. Brief discussion on the Herold Court / Sewer line project and funding. Fall received a citizen inquiry about assessments. At this time, no decisions on how the city will recoup costs has been decided. It is assumed the City will break the project into sections and only the benefited parties will be assessed for repairs. Any repairs that benefit the whole city will be broken out separately. It was also mentioned that Assistant Public Works employee Thorsen has received his Class D Wastewater license. Thorsen has two more years before he will be able to obtain his Class C Water License. Councilmember Bekkerus informed Askelson that the Fire Department will be flushing the hydrants the evening of May 26th on the West side of town.

POLICE—Douville reported 47 incidents for the month of April. Nuisance property citations have been issued to members of the community who did not clean up their properties before the May 1st deadline. Citizens who received the citation will have until May 24th to both pay the \$25.00 fine and clean up the nuisance items. After May 24th Douville will be sending the outstanding nuisance property owners State Citations. Council received one request form S. Little at 305 2nd St SW for an extension on the timeframe to clean up nuisance items on her property. Council took no actions on the request. Discussed the issue with partially dilapidated houses in town. At this time the Council offers only a \$1,000 incentive towards the removal of these buildings, which must be requested prior to removal. Discussion on the City getting involved in the removal of these buildings, and the cost that would be incurred therefor. No decisions were made.

FIRE/RESCUE—Lampton reported 2 fire and 8 rescue calls for April. Informed Council that the grass rig vehicle is currently at the Ford dealer for repairs. The department has a house burn training scheduled for July at a homestead South East of Syre. Other local fire departments will be invited to attend. Bekkerus is still working on getting fundraising efforts going for the Fire Department, including setting up Horse Races at the Twin Valley Liquor Store.

FINANCIALS—Council received the April fund balance statement for the City as well as an update on the General Fund budget through May 10th. No questions or concerns addressed.

BUILDING PERMITS—MB/ML-m/s/p to approve all three requests for building permits received—J. Garza (307 1st St NW) to install a 6’ wooden privacy fence around perimeter of lot, D. Brouillard (305 Main Ave E) to install 38’ of addition cedar fencing, and B. Philippy (207 Pleasant Ave SW) to place a 11’ x 12’ prefabricated storage unit on property.

NEW BUSINESS—MA/PB-m/s/p to approve \$100.00 donation to Gary Cares to go towards the Dolly Parton Imagination Library. MB/PB-m/s/p to approve fundraiser raffle permit requests for both the Twin Valley Fire Department and 3 Gems Saddle Club.

FYI/OTHER—Council received notice from the Northwest Regional Development Commission for their 2021 Budget Hearing. Councilmember Askelson commended City staff on the new signage that was made and placed at the Wimmer Cabins and City dump site.

Meeting adjourned, 9:00PM, MB/MA-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

WEDNESDAY, May 26, 2021 – TWIN VALLEY CITY COUNCIL
SPECIAL MEETING
Twin Valley Community Center – 5:30 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, Michael Bolton (phone), Mike Lampton
OTHERS: Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a special meeting to discuss the liquor store patio improvement project, Wednesday, May 26 at 5:30 PM.

Liquor Store Manager Skaurud presented a quote from Todd’s Landscaping for \$16,500 to install removable fencing and gas fire pit, as well as a quote from Green Construction to pour the concrete patio for a cost of \$7,550. Discussed several options to complete project and the costs involved.

Councilmember Bolton motioned to approve spending up to \$30,000 on the final project, to include concrete patio, fence, fire pit (42”) and labor, motion seconded by Councilmember Askelson. Motion passed 4-1. Councilmember Bekkerus was not in favor, asking for more details and an exact cost.

Meeting adjourned, MA/PB-m/s/p.

Attest: _____

Signed: _____

LORI SKAURUD, LIQUOR MANAGER

BENJAMIN FALL, MAYOR

MONDAY, June 14, 2021 – TWIN VALLEY CITY COUNCIL
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, Michael Bolton, Mike Lampton
OTHERS: Kerry Askelson, Jason Douville, Lori Skaurud, Connie Hamernik, Kris Havercamp

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday June 14, 2021.

ADDITIONS TO THE AGENDA—PB/MA-m/s/p to approve adding the Minnesota Association of Small Cities renewal to the agenda.

MONTHLY BUSINESS

Minutes—MA/PB-m/s/p to approve the minutes for May as written.

Disbursements—Councilmember Bekkerus questioned the disbursement to Dakota Plumbing, for contracted plumbing services for the Splash Park. Expressed concerns over the cost for finishing the project and frustrations over timeliness of completing the project. Pulled claim to discuss later in meeting. PB/ML-m/s/p to approve claims, excluding claim #20312 for Dakota Plumbing for the amount of \$9,159.12. Payroll periods 05/19/21 & 06/12/21 approved.

VENDOR	DESCRIPTION	AMOUNT
2ND TO NONE SEPTIC SOLUTIONS, LLC	Contracted Service	\$753.47
A.F.L.A.C. WEST REGION	Employee Benefit	\$171.24
ANDERS VALLEY PUBLISHING, LLC	Publishing	\$193.40
ARAMARK	Contracted Service	\$352.51
ARVIG	Utilities	\$590.92
BANKCARD CENTER	Operating Supplies	\$725.68
BOUND TREE MEDICAL LLC	Operating Supplies	\$177.46
BURLEY'S TREE SERVICE	Contracted Service	\$2,100.00
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
COMMUNITY CO-OPS-Lake Park	Utilities	\$1,107.40
CORBIN EXCAVATING, INC	Contracted Service	\$1,367.00
DEANNE PETERICK	Reimbursement	\$95.70
DICK'S STUMP REMOVAL	Contracted Service	\$325.00
EFTPS-ONLINE	Payroll Taxes	\$2,519.52
FURTHER	Employee Benefit	\$575.39
GARY CARES	Donation	\$100.00
GERRY'S FOODS, INC	Operating Supplies	\$52.86
JULIN LAW OFFICE, PLLC	Professional Fees	\$105.00
KURT THORNTON	Check Reissue	\$46.00
LEAGUE OF MINNESOTA CITIES	Training	\$99.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$61.27
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MEDICA	Employee Benefit	\$2,948.37
MJM NYSETVOLD INC.	Contracted Service	\$60.00
MN ASSOC. OF SMALL CITIES (MAOSC)	Dues & Subscriptions	\$457.95
MN DOR - PAYROLL TAX	Payroll Taxes	\$600.96
MN FIRE SERVICE CERTIFICATION BOARD	Training	\$480.00

MUNICIPAL CLERKS & FINANCE OFFICERS	Membership Dues	\$45.00
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$3,040.73
NORMAN CO. AUDITOR/TREASURER	Professional Fees	\$3,150.00
NORMAN CO. RECORDER	Professional Fees	\$46.00
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fees	\$550.00
NORTHWEST BEVERAGE	Contracted Service	\$39.25
OTTERTAIL POWER CO.	Utilities	\$2,425.08
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,817.28
PAYROLL	Wages	\$11,810.21
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Utilities	\$385.67
	GENERAL TOTAL	\$41,654.09
NORTHVIEW BANK	Bond Interest	\$1,785.00
	BOND TOTAL	\$1,785.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK	Contracted Service	\$117.34
ARVIG	Utilities	\$113.63
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$230.85
EFTPS-ONLINE	Payroll Taxes	\$719.01
FURTHER	Employee Benefit	\$145.70
HAWKINS, INC.	Professional Fees	\$647.40
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MEDICA	Employee Benefit	\$1,111.87
MN DOR - PAYROLL TAX	Payroll Taxes	\$112.35
MN DOR - SALES & USE TAX	Sales Tax	\$116.00
OTTERTAIL POWER CO.	Utilities	\$821.97
P.E.R.A. - SDR DIVISION	Employee Benefit	\$553.32
PAYROLL	Wages	\$2,348.47
USABLE LIFE	Employee Benefit	\$13.62
USABLUBOOK	Repairs & Maintenance	\$1,539.32
VERIZON WIRELESS	Utilities	\$66.18
	WATER TOTAL	\$8,834.14
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK	Contracted Service	\$117.34
ARVIG	Utilities	\$111.08
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$20.81
EFTPS-ONLINE	Payroll Taxes	\$719.00
FURTHER	Employee Benefit	\$145.69
GERRY'S FOODS, INC	Operating Supplies	\$13.29
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MEDICA	Employee Benefit	\$1,111.85
MN DOR - PAYROLL TAX	Payroll Taxes	\$112.35
OTTERTAIL POWER CO.	Utilities	\$93.93
P.E.R.A. - SDR DIVISION	Employee Benefit	\$553.29
PAYROLL	Wages	\$2,348.47
RMB ENVIRONMENTAL LABS, INC.	Professional Fees	\$402.00
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Utilities	\$66.20
	SEWER TOTAL	\$6,006.01
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$12,811.36
MN DOR - SALES & USE TAX	Sales Tax	\$738.00
NORMAN CO. AUDITOR/TREASURER	Professional Fees	\$384.00
	GARBAGE TOTAL	\$13,933.36
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ANDERS VALLEY PUBLISHING, LLC	Advertising	\$30.00
ARVIG	Utilities	\$348.81
BANKCARD CENTER	Operating Supplies	\$127.90
BERGSETH BROS.	Merchandise for Resale	\$3,914.95
BEVERAGE WHOLESALERS	Merchandise for Resale	\$751.50
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00

BREAKTHRU BEVERAGE	Merchandise for Resale	\$581.10
BURLEY'S TREE SERVICE	Contracted Service	\$3,000.00
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$332.50
COMMUNITY CO-OPS-Lake Park	Utilities	\$20.00
D-S BEVERAGES	Merchandise for Resale	\$17,067.82
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$106.64
EFTPS-ONLINE	Payroll Taxes	\$1,419.79
FURTHER	Employee Benefit	\$110.00
GERRY'S FOODS, INC	Merchandise for Resale	\$1,044.48
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$418.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$1,241.65
HENRY'S FOODS INC.	Merchandise for Resale	\$2,575.27
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$4,192.04
McKINNON COMPANY, INC.	Merchandise for Resale	\$3,112.65
MEDICA	Employee Benefit	\$696.74
MN DOR - PAYROLL TAX	Payroll Taxes	\$185.14
MN DOR - SALES & USE TAX	Sales Tax	\$5,085.00
OTTERTAIL POWER CO.	Utilities	\$904.14
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$103.91
P.E.R.A. - SDR DIVISION	Employee Benefit	\$766.66
PAYROLL	Wages	\$6,090.83
REBECCA HANSEN	Check Reissue	\$119.07
ROBERTA MASTIN	Check Reissue	\$69.73
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$4,161.56
USABLE LIFE	Employee Benefit	\$22.67
VICTOR LUNDEEN COMPANY	Operating Supplies	\$386.77
	LIQUOR TOTAL	\$59,215.40
ADA BUILDING CENTER, INC.	Capital Outlay	\$658.73
BANKCARD CENTER	Repairs & Maintenance	\$40.52
<i>DAKOTA PLUMBING</i>	<i>Contracted Service</i>	<i>\$9,159.12</i>
LUNDE BLADE & GRAVEL, LLC	Contracted Service	\$360.00
MINNESOTA DRYWALL AND FRAMING, LLC	Contracted Service	\$3,525.00
MJM NYSETVOLD INC.	Contracted Service	\$453.03
	SPLASH PARK TOTAL	\$14,196.40
	DISBURSEMENT TOTAL	\$145,624.40

LIQUOR—Skaurud reported gross sales for May of \$58,117.14 with an ATM revenue of \$504. Updated Council on past and upcoming events. No updates available on patio project, Skaurud is waiting to hear back from Todd’s Landscaping on timeframe. Issues persist with the Merry Chef oven, Skaurud is looking into purchasing an auto fryer, quotes will be addressed at a future meeting. Updated council on probationary assistant manager Harrell, Skaurud has no complaints. Councilmember Bekkerus questioned Skaurud again about minors in the liquor store, with reference to the ATV run. Wondering about not allowing minors in to bar at all during events. Skaurud will take this into consideration.

EDA/PARKS—Councilmember Askelson gave an update on the EDA/Park committee meeting. The Volleyball court has been moved, sand was donated from the Rider’s Club Arena and moved from the old court. The poles may need to be painted. Splash Park building is making more progress, walls have been painted inside. Plumber is working to complete park area and inside building. Committees were in support of the Campground Policy presented with a few small changes. Discussed and agreed to also add a nightly rate of \$25.00. MA/PB-m/s/p to approve campground and RV Policy for the City of Twin Valley. (Full copy available for review at City Hall.) Councilmember Bekkerus questioned when the Council approved the addition of the RV park between the City Shop and the Liquor Store—does not feel it is the City’s responsibility to provide a camping area for visitors. Councilmembers Askelson and Bolton disagreed noting the demand for camping that already exists and the revenue generation this will bring by keeping people in town. Mayor Fall called for a motion to establish the new RV Park as a City Camping area with 6 available sites with access to water, sewer, and electricity. MA/MB-m/s/p to approve, 4:1 with Bekkerus dissenting.

Kris Havercamp addressed Council in reference to land at the Heiberg Park North area. Havercamp owns and operates Northern MN Extreme Sports on the bordering property and was wondering about purchasing a small portion of the City land, North of the Maushaug Creek. (Parcel 23-9418000). Council discussed the possibility of getting a land survey and property description for the area, but at this time is unsure how to go about such a sale. Council requested Clerk Johnson look into the City’s options such as selling, granting an easement, or any other

sort of lease agreement to allow Havercamp to utilize this area. No opposition was heard. Johnson will bring information to discuss at a future meeting.

PUBLIC WORKS—Askelson and the public works crew have completed installing a culvert between First street SE and Highway 32. The area is designed to be large enough for UTVs to pass through but not full-sized vehicles. Will also be installing some form of guard railing. Contractors were in town to perform yearly sewer cleaning. Askelson is still having problems with the new equipment at the water treatment plant. It working with contractors and engineers to resolve. Brief discussion on landscaping at the Splash Park area. Askelson hopes to have this project complete by July 1st. Will be looking into having the area hydro seeded. Askelson noted that water usage for the city is up from previous years, however he has no current concerns about limiting usage at this time. Councilmember Bekkerus requested a full water tower for the Fire Departments scheduled house burn on July 10th. Bekkerus also requested the Public Works crew install the new street signs on Main Ave/Hwy 32 ASAP.

POLICE—Douville reported 68 incidents for May. Is still working on Nuisance property cleanup by monitoring a couple properties that appear to be continually making progress. Noted the graphic on the '18 squad are peeling off. The department is unable to get any warranty work done as the original business that stickered the car is no longer in business. Douville has requested a quote from another graphics business. Councilmember Bekkerus requested that this be completed as soon as possible, and especially before Town & Country Days. Mayor Fall voiced his agreement. Douville also noted that the last lease payment for this squad is scheduled for this fall. Will be looking into ordering a new vehicle once this is complete to stay ahead of repair/maintenance costs. There is an opportunity for some training/extra hours for officers of our department to help with protest control in the Polk County area. Douville is still looking into the details but believes this would be a free training event and an opportunity for new gear for the department. Officers would also have an opportunity for some overtime pay, which should also be reimbursable. Mayor Fall felt this would be up to the discretion of Douville to participate or not. Councilmembers Askelson and Bolton voiced agreement.

FIRE/RESCUE—Lampton reported 3 fire and 19 rescue calls for the month. The Rescue rig is in need of more repairs—oil leak, air conditioning issue, and will be taken to Hawley in the coming weeks. The Fire Department Rescue truck is also in need of maintenance. Lampton is looking into repair options at this time. Both the Fire and Rescue Department have been working at the local Baja and Demolition Derby's hosted by K&K Towing and have received donations for their availability. Requested approval to hire new volunteer firefighter Gary Ledding. A background check has already been completed. ML/MB-m/s/p to approve. Councilmember Bekkerus asked about the possibility of getting ID badges for the department.

FINANCIALS—May financial statement distributed to Council for review. Councilmember Bolton noted that the Splash Park Fund would need to have another transfer of funds to cover the negative balance. No other questions/concerns addressed.

BUILDING PERMITS—MA/MB-m/s/p to approve building permit for an 88' x 6' wooden fence at 206 1st St SW. MB/ML-m/s/p to approve building permit for a 16' x 12' wooden deck to be built at 403 Pleasant Ave SE. ML/PB-m/s/p to approve a building permit to place a 3' tall metal fence at 200 Main Ave E. Council reviewed request for zoning variance from Kevin and Diane Ruud, requesting to build a new garage without setbacks to the side property line. MB/ML-m/s/p to set a hearing for July 12, 2021 at 7PM. Clerk Johnson will have the proper notices sent out and published.

NEW BUSINESS—Councilmember Askelson addressed the Council with concerns over shipping containers being placed on residential properties as they have become more popular. Discussed City options to prevent permanent container placement such as either an update to the Residential Zoning ordinance, or a City Policy in regards to the issuance of building permits for such containers. The Ordinance committee will work together to bring a proposal to a future council meeting.

MA/ML-m/s/p to approve renewing the city membership with the Minnesota Association of Small Cities for the 2021 year.

Discussed Claim #20312 from Dakota Plumbing for work completed at the Splash Park. The claim for \$9,159.12 includes two invoices, #1864 for an Additional Work Order to relocate two urinals and install a shower area for a cost of \$4,839.12 and #1863 for Contract work to top out the Splash Park Building. Original estimates for the full project equaled \$27,987, of which the city has already paid \$20,868.99. Concerns addressed over the hours listed for the additional work order, 36 @ \$100.00/hour. Council feels that is excessive for the amount of work that has been completed. Concerns addressed over continued payment before the project is finished and exceeding the original estimate for work. Fall will be in contact with plumber to discuss concerns and work towards resolution. BF/PB-m/s/p table discussion and hold check for further review.

Meeting adjourned 8:46PM, MA/ML-m/s/p

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY, June 22, 2021 – TWIN VALLEY CITY COUNCIL
SPECIAL MEETING
Twin Valley Municipal Center – 8:30 AM**

MEMBERS: Mark Askelson, Ben Fall, Michael Bolton, Mike Lampton

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a special meeting on Tuesday June 22, 2021 at 8:30 AM to discuss Splash Park Plumbing and invoices.

Prior to the meeting, Mayor Fall spoke with Plumbing contractor Robert Umphrey about the project and the billings in question. Fall expressed he felt the additional work order billing was exorbitant for the work completed. Fall also discussed the project estimates and the outstanding work to be done. It was clarified that except for the additional work, the project will be completed within the estimated project cost. At this time, a total of \$2,798.78 remains unpaid on the estimated price for completion. Councilmember Bolton expressed that in the future the city will work to get estimates on all change orders as well to avoid this situation. Frustrations with the relationship between members of the Council and the contractor were expressed, as well as frustrations with the lengthy timeframe of the project completion. MB/ML-m/s/p to pay claim #20312 in full, with the stipulation that no further payments will be made until the project is completed, and further payments will not be made amounting to more than the original estimated cost.

Meeting adjourned 8:45AM, ML/MA-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY, July 12, 2021 – TWIN VALLEY CITY COUNCIL
ZONING VARIANCE HEARING &
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM**

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, Michael Bolton, Mike Lampton

OTHERS: Kevin Ruud, Connie Hamernik, Tina Lecy, Kelly Woltjer, Boy Scout Troup 655 (Will, Aiden, Sam, & Tanner), Kerry Askelson, Jason Douville, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, July 12, 2021.

ZONING VARIANCE HEARING—Mayor Fall called the hearing to order at 7PM to address the zoning variance request as received from Kevin and Diane Ruud to allow a new building to be placed zero feet (0') from their adjoining property line. Fall called for any public comment or questions, at which time nothing was brought forward. Kevin Ruud clarified that he and his wife plan to purchase footage on the eastern side of the requested building site at a future date, however want to get moving on the project as soon as possible and therefore are requesting this variance. With no public comment, concern, or objection heard Councilmember Lampton motioned to grant the Ruud's a variance, motion seconded by Councilmember Askelson and the following resolution was introduced.

**RESOLUTION 2021—09
A RESOLUTION TO GRANT A ZONING VARIANCE TO ADJUST REQUIRED BUILDING SETBACKS FOR
CONSTRUCTION AT 601 MAIN AVE E**

WHEREAS, Pursuant to M.S. § 462.357, Subd. 6, as it may be amended from time to time, the City Council, acting as a Board of Appeals and Adjustments, may issue variances from the provisions of this zoning code; and
WHEREAS, Twin Valley City Ordinance 151.57 E.3(a) requires lot setbacks for side yards at five feet (5') in an R-1 Single Residential District; and
WHEREAS, Kevin & Diane Ruud, property owners, have applied for said Zoning Variance to eliminate zoning setback requirement of five feet (5') on the eastern property line of parcel 32-8687008; and

WHEREAS, the Twin Valley City Council, acting as a Board of Appeals and Adjustments, held a public hearing as required on July 12, 2021 to address any public comment or concern on the matter, for which no objection was heard.

THEREFORE, BE IT RESOLVED by the Twin Valley City Council, a Zoning Variance to allow a structure to be placed zero feet (0') from the eastern adjoining property line is hereby granted to Diane and Kevin Ruud for the property identified as tax parcel 32-8687008 and described as commencing 26 rods N and 813 feet East of SW corner of SE¼ NW¼ Section 27; East 100 feet, South 165 feet, West 100 feet, North 165 feet.

Upon a roll call vote taken thereon the following voted in favor of said resolution: Mark Askelson, Paul Bekkerus, Michael Bolton, Ben Fall, & Mike Lampton; and the following voted against: None. **WHEREUPON** said resolution was duly adopted this 12th day of July, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

A building permit request from Kevin & Diane Ruud to construct an entry way and attached garage to the home at 601 Main Ave E was also approved, PB/ML-m/s/p.

CITIZENS FORUM—Boy Scouts Troop 655, accompanied by Tina Lecy came to the Council to request assistance with the rental fee for a dunk tank, to be set up during Town & Country Days in the Anderson Funeral Home Parking Lot. Troop 655 will also be helping the Fire Department to serve a pancake breakfast on Sunday 7/18/21. PB/MB-m/s/p to approve donation of \$150.00 towards the troops dunk tank rental.

MONTHLY BUSINESS

Minutes—ML/MA-m/s/p to approve the minutes for June as written.
Disbursements—MB/MS-m/s/p to approve claims from 06/15/21 – 07/12/21 and Payroll Periods 05/30/21 – 06/12/21 and 06/13/21 – 06/26/21 for a disbursement total of \$233,563.62.

VENDOR	DESCRIPTION	AMOUNT
2ND TO NONE SEPTIC SOLUTIONS, LLC	Toilet Rental	\$641.25
A.F.L.A.C. WEST REGION	Employee Insurance	\$171.24
AGASSIZ ASPHALT, LLC	Street Paving	\$52,954.00
ANDERS VALLEY PUBLISHING, LLC	Publishing	\$807.63
ARAMARK	Linens/Uniforms	\$240.30
ARVIG	Telephone/Internet	\$584.52
BANKCARD CENTER	Supply	\$862.49
BUCKLE'S HARDWARE	Supply	\$419.66
CAPFIRST EQUIPMENT FINANCE, INC.	Squad Lease	\$10,954.00
COLONIAL LIFE INSURANCE CO.	Employee Insurance	\$303.48
COMMUNITY CO-OPS-Lake Park	Fuel/Natural Gas	\$1,774.98
DEEP ROOTS LAND SERVICES, LLC	Volleyball Court	\$1,160.00
EFTPS-ONLINE	Payroll Taxes	\$2,773.81
FURTHER	Employee HSA	\$235.00
GOVOFFICE	Web Domain	\$570.00
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$216.30
KURT THORNTON	Reimbursement (FD)	\$9.99
LUNDE BLADE & GRAVEL, LLC	Gravel	\$132.00
M STATE	FD Training	\$475.00
MARCO TECHNOLOGIES LLC	Copier Contract	\$46.42
MATRIX TRUST COMPANY	Employee Stock	\$55.00
MJM NYSETVOLD INC.	RV Park Electric	\$5,232.36
MN DOR - PAYROLL TAX	Payroll Taxes	\$611.66
MUSCATELL-BURNS AUTOMTV GROUP, INC	Amb. Repairs	\$1,349.83
NORMAN COUNTY ATTORNEY'S OFFICE	Attorney	\$550.00
NORTHWEST BEVERAGE	Supply	\$28.00
OFFICE SUPPLIES PLUS*	Supply	\$157.13
OTTERTAIL POWER CO.	Electricity	\$2,567.02
PAYROLL	Employee Wages	\$13,708.40
P.E.R.A. - SDR DIVISION	Emp. Retirement	\$3,829.75
SANFORD HEALTH PLAN	Health Insurance	\$2,782.88
TWIN VALLEY PHARMACY	Supply	\$12.19
VERIZON WIRELESS	Telephone/Internet	\$35.01
	GENERAL FUND TOTAL	\$106,251.30
BREMER BANK	Bond interest	\$25,890.50

	2019 BOND TOTAL	\$25,890.50
A.F.L.A.C. WEST REGION	Employee Insurance	\$100.93
ARAMARK	Linens/Uniforms	\$84.20
ARVIG	Telephone/Internet	\$113.54
BUCKLE'S HARDWARE	Supply	\$30.35
COLONIAL LIFE INSURANCE CO.	Employee insurance	\$5.52
COMMUNITY CO-OPS-Lake Park	Fuel/Natural Gas	\$207.21
EFTPS-ONLINE	Payroll Taxes	\$687.89
FURTHER	Employee HSA	\$52.50
HAWKINS, INC.	Water Chemicals	\$907.50
MATRIX TRUST COMPANY	Employee Stock	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$106.15
MN DOR - SALES & USE TAX	June Sales Tax	\$90.00
MN PUBLIC FACILITIES AUTHORITY	Bond repayment	\$10,449.19
OTTERTAIL POWER CO.	Electricity	\$793.11
PAYROLL	Employee Wages	\$2,262.99
P.E.R.A. - SDR DIVISION	Emp. Retirement	\$536.31
SANFORD HEALTH PLAN	Health Insurance	\$1,078.92
SOFTLINE DATA, INC.	UBMAX Support	\$485.00
	WATER FUND TOTAL	\$18,063.81
A.F.L.A.C. WEST REGION	Employee Insurance	\$100.93
ARAMARK	Linens/Uniforms	\$84.20
ARVIG	Telephone/Internet	\$110.98
BUCKLE'S HARDWARE	Supply	\$30.35
COLONIAL LIFE INSURANCE CO.	Employee Insurance	\$5.52
COMMUNITY CO-OPS-Lake Park	Fuel/Natural Gas	\$13.71
EFTPS-ONLINE	Payroll Taxes	\$687.89
FURTHER	Employee HSA	\$52.50
J & R WASTEWATER SERVICES INC.	Sewer Line Cleaning	\$14,878.75
L&M ROAD SERVICES, INC.	Weed Removal	\$342.80
MATRIX TRUST COMPANY	Employee Stock	\$72.50
MINNESOTA PUMP WORKS	Yearly Maintenance	\$768.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$106.16
OTTERTAIL POWER CO.	Electricity	\$93.74
PAYROLL	Employee Wages	\$2,262.99
P.E.R.A. - SDR DIVISION	Emp. Retirement	\$536.32
RMB ENVIRONMENTAL LABS, INC.	Sample testing	\$79.00
SANFORD HEALTH PLAN	Health Insurance	\$1,074.51
TEAM LABORATORY CHEMICAL, LLC	Pond Bugs	\$1,900.00
	SEWER FUND TOTAL	\$23,200.85
FUCHS SANITATION SERVICE, INC.	Garbage Service	\$5,629.71
MN DOR - SALES & USE TAX	June Sales Tax	\$710.00
	GARBAGE FUND TOTAL	\$6,339.71
A.F.L.A.C. WEST REGION	Employee Insurance	\$28.08
ARVIG	Telephone/Internet	\$349.62
BERGSETH BROS.	Merchandise for Resale	\$3,227.95
BEVERAGE WHOLESALERS	Merchandise for Resale	\$247.58
BNG TECHNOLOGIES, LLC	POS Contract	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$741.67
BUCKLE'S HARDWARE	Supply	\$7.26
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$677.00
COMMUNITY CO-OPS-Lake Park	Natural Gas	\$20.00
D-S BEVERAGES	Merchandise for Resale	\$10,304.77
ECOLAB PEST ELIMINATION DIVISION	Pest Removal Services	\$49.68
EFTPS-ONLINE	Payroll Taxes	\$1,418.03
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$630.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$1,135.80
HENRY'S FOODS INC.	Merchandise for Resale	\$2,803.06
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$4,982.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$3,837.69
MN DOR - PAYROLL TAX	Payroll Taxes	\$185.35
MN DOR - SALES & USE TAX	June Sales Tax	\$4,489.00

OTTERTAIL POWER CO.	Electricity	\$939.15
OVERLOADED LAUNDRY SERVICE, LLC	Linens	\$56.52
PAYROLL	Employee Wages	\$5,986.15
P.E.R.A. - SDR DIVISION	Emp. Retirement	\$791.07
PEPSI-COLA **	Merchandise for Resale	\$177.00
SANFORD HEALTH PLAN	Health Insurance	\$692.57
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,830.34
TWEETON REFRIGERATION, INC.	Cooler Maintenance	\$359.00
LIQUOR FUND TOTAL		\$46,166.34
ADA BUILDING CENTER, INC.	Building Supplies	\$471.11
GT SEEDING, LLC	Hydro Seeding	\$1,850.00
LUNDE BLADE & GRAVEL, LLC	Gravel	\$330.00
ROGER BENTLEY	Tape/Texture/Paint	\$4,000.00
SPLASH PARK TOTAL		\$6,651.11
TWIN VALLEY GARDEN CLUB	Pergola Construction	\$1,000.00
SHIP GARDEN FUND		\$1,000.00
TOTAL DISBURSEMENTS		\$233,563.62

LIQUOR—Skaurud presented gross sales for June of \$51,333.55 with an ATM revenue of \$408. Updated Council on events. In speaking with liquor vendors, local events have been bringing in 1/3 more people this year. Skaurud is planning accordingly and has ordered extra beverages for the upcoming Town & Country Days Weekend. The Liquor Store will be supplying the beer for the beer garden held on Saturday 7/17/21, Council agreed that once again this year the proceeds would be donated back to the Community Club. Skaurud is still waiting to hear back from contractors for the patio project. She has approached the American Legion for a possible donation towards either the patio or an upgrade to a fryer. Skaurud brought two quotes, one for an Auto Fry and one for a Perfect Fry machine, both with limited warranties available. Council approved spending up to \$9,500 towards the purchase, whichever machine Skaurud thought would be best. MA/ML-m/s/p. There was discussion regarding updating the current Point of Sale computer system, which at this time is 10 years old and adding a mobile P.O.S. unit. Updating the server tower will cost \$2,000 with either an addition \$10/ month for a mobile ‘tent’ unit or \$2,500 for an iPad mini which would operate the same as the current touch monitors. Council approved the purchase of a new server and an iPad mini for a total of up to \$4,500, MB/ML-m/s/p. The liquor store is once again without a permanent custodian. Skaurud suggested to the Council creating another full-time position within the city for a city-wide custodian, to clean the liquor store, splash park building, skating rink, shop etc. Council asked that the Clerk prepare some numbers and a draft job description be created for further discussion.

EDA/PARKS—Discussed the Rider’s Club Land located on the Wild Rice River near the “Otterson” Bridge on County Highway 29. The committees would like to look into either purchasing a small portion, or entering into a lease agreement with the club to make improvements. The area is currently used as an access to the Wild Rice River for kayaking, tubing, swimming, etc. Ideas about improving the walk-way with steps, as well as working on a parking area were discussed. Brief discussion on environmental and flooding concerns. MB/ML-m/s/p to support the EDA/Park Committee with moving forward to obtain legal access to the land. Clerk Johnson will look into logistics to be discussed at a future meeting.

PUBLIC WORKS—The splash pad is scheduled to be up and running by the end of the week in time for Town & Country Days. There is still some interior work the plumber has been working on finishing up. Public Works crews have installed cabinets, vanities, and interior doors. Askelson is having gravel brought in to form a parking area, and will also be placing cement curbs in front of the building. Crews are busy this week getting ready for Town & Country Days. Fall thanked Askelson for all the extra work put into the town’s celebration weekend.

POLICE—Douville reported 65 incidents for the month of June, an average month. Requested council approval to lower the speed limit along Lincoln Ave NW and Herold’s Court due to increased amounts of traffic to the new Splash Pad site, as well as the school ball yards. PB/ML-m/s/p to approve setting the speed limit at 15 MPH. Douville will coordinate with Askelson to have signage placed. Council received an appeal request from Emily Leslie, in regards to her dog, BlackJack, who was deemed potentially dangerous by Douville on June 28th after biting, unprovoked, an adolescent male. Leslie requested in writing that the Council review this decision as the animal has never acted in such a way before. Council agreed to hold a hearing to discuss this event at the next Council meeting, scheduled for August 9th at 7PM. Mayor Fall also asked that before the Council hears this request, Leslie needs to properly license the dog with the city. A notice will be sent from the Clerk’s office. Douville also stated that four complaints have been sent to the County Attorney for nuisance properties in town.

FIRE/RESCUE—Lampton reported 5 fire and 11 rescue calls. Donations from the One Fund Drive have been received by the city. \$1,658 for the Rescue Squad and \$1,057 for the Fire Department. Lampton asked that these

funds be earmarked to be used towards equipment. Councilmember Bolton made a motion to accept this generous donation, seconded by Councilmember Askelson, the following resolution was introduced.

RESOLUTION 2021—10
RESOLUTION ACCEPTING AND EXPRESSING APPRECIATION FOR THE DONATIONS TO THE FIRE DEPARTMENT AND RESCUE SQUAD FROM THE GARY CARES ONE FUND DRIVE

WHEREAS, the Twin Valley City Council expresses appreciation to the individuals, families and organizations for their generous donations towards the Twin Valley Fire Department and Rescue Service through the 2021 One Fund Drive; and

WHEREAS, the following donations per department are:

\$ 1,658.00	Twin Valley Rescue Squad
\$ 1,057.00	Twin Valley Fire Department

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Twin Valley, Minnesota that the donations in the amount of \$2,715.00 are accepted and acknowledged with gratitude and the donations will be placed into the designated funds. Upon a roll call vote taken thereon the following voted in favor of said resolution: Mark Askelson, Paul Bekkerus, Michael Bolton, Ben Fall, & Mike Lampton; and the following voted against: None.

WHEREUPON said resolution was duly adopted this 12th day of July, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

MB/MA-m/s/p to approve application for outdoor fireworks display from ResPyro for Friday, 7/16/21 in conjunction with the All-School Reunion.
A live house burn training was held on 7/10/21 with the only incident being a broken fire hydrant, which Askelson has already attended to.

FINANCIALS—Council given cash balance statement through 06-31-2021 for review. Councilmember Bolton requested to address fund shortage in Splash Park Fund at the August meeting. No other questions or concerns.

NEW BUSINESS—LOT PURCHASE REQUEST—Council received request from Richard & Julie Johnson, of Bemidji, to purchase lot 10, block 3 of Herold’s Addition for \$1,750.00 and receive lot 11 free as part of the City Lot Incentive Program. It is the Johnson’s intentions to build a single story, stick built home on said lot. According to City policy, the home must be constructed within one-year of the purchase date to continue to qualify for the incentive. Councilmember Askelson motioned to approve lot incentive request and land sale to the Johnson’s, motion seconded by Councilmember Lampton, the following resolution was introduced.

RESOLUTION 2021—11
RESOLUTION TO ACCEPT APPLICATION FOR A FREE LOT AND TO AUTHORIZE THE SALE OF REAL PROPERTY TO RICHARD AND JULIE JOHNSON

WHEREAS, it has been made to appear to the City Council of the City of Twin Valley that the City of Twin Valley hereby accepts the application for a free lot with the purchase of one (1) lot and sells to Richard and Julie Johnson, husband and wife, as joint tenants, 410 Herold Court N, real property described as:
Lots 10 and 11, Block 3, Herold’s Addition

AND, WHEREAS, the City does hereby authorize the sale of land to Richard and Julie Johnson, Twin Valley, MN for the price of one (1) lot at One Thousand Seven Hundred Fifty (\$1,750.00) for the following real property described as: Lots 10 and 11, Block 3, Herold’s Addition

AND, WHEREAS, it has been made to appear that a Resolution authorizing said conveyance is required;

NOW, THEREFORE, IT IS HEREBY RESOLVED, That the City Council of the City of Twin Valley does hereby authorize the Mayor of the City of Twin Valley and the City Clerk of the City of Twin Valley to execute and deliver a Quit Claim Deed between the City of Twin Valley, as Grantor, and Richard and Julie Johnson, husband and wife, as joint tenants, real property described as follows: Lots 10 and 11, Block 3, Herold’s Addition

BE IT FURTHER RESOLVED, That the Mayor and City Clerk of the City of Twin valley are authorized and directed to sign; execute and deliver any documents necessary to transfer title of said property. Upon a roll call vote taken thereon the following voted in favor of said resolution: Mark Askelson, Paul Bekkerus, Michael Bolton, Ben Fall, & Mike Lampton; and the following voted against: None.

WHEREUPON said resolution was duly adopted this 12th day of July, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

BUILDING PERMITS—MB/ML-m/s/p to approve two building permit requests. One permit for 310 Pleasant Ave SE to build a wooden deck, 7’x16’ and one for 215 Cleveland Ave SE to build a 5’x5’ entryway on existing concrete slab.

BUSINESS PERMITS—PB/ML-m/s/p to approve raffle/fundraiser permit for 2021 to the Moonshiner OHV Club as well as a Peddler permit for Chatty Bells Ice Cream Truck for 2021.

FYI/OTHER—Council given 2022 LMC Dues increase notice and an invitation to the Twin Valley Assisted Living on 7/16/21 for a Veteran’s Pinning Ceremony.

Meeting adjourned 8:32PM, MB/MA-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

**MONDAY, July 26, 2021 – TWIN VALLEY CITY COUNCIL
SPECIAL COUNCIL MEETING
Twin Valley Municipal Center – 8:30 AM**

MEMBERS: Mark Askelson (phone), Ben Fall, Michael Bolton, Mike Lampton
OTHERS: Kerry Askelson, Deanne Peterick

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council a special meeting on Monday, July 26, 2021 at 8:30AM to discuss the current drought situation and requirements to conserve from the Minnesota Department of Natural Resources.

A notice from the Minnesota DNR was received on July 16, 2021 stating – “*With more than 50 percent of Minnesota experiencing severe drought and some areas experiencing extreme drought, the Minnesota Department of Natural Resources (DNR) has determined that the state is now in the drought warning phase. With this designation, the DNR and others are taking additional steps such as restricting some water uses.*” The State Drought Plan requires that all water suppliers implement water use reductions actions with a goal of reducing water use to 50% above January Levels. Water usage for the City of Twin Valley was at 2.1 million gallons in June, up 100,000 gallons more than previous years. Askelson estimated the average daily usage for July was at 68,500 gallons per day. Hours for the splash park have already been decreased to conserve water, the amount of water being used at the park has been turned down as well. Askelson expressed no concern over the aquifer levels, expressing instead concern over chemical shortage for water treatment. It was noted that water usage has appeared to drop significantly since Town & Country Days. Options to restrict unnecessary water usage were discussed with the Council ultimately deciding not to issue any direct restrictions. MB/ML-m/s/p to encourage all citizens to conserve water, limiting non-essential watering, especially lawn irrigation. A message will be published in the Twin Valley Times and printed on all August billing cards.

Meeting adjourned ML/MB-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

**MONDAY, August 9, 2021 – TWIN VALLEY CITY COUNCIL
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM**

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, Michael Bolton, Mike Lampton
OTHERS: Kris Carlson, Connie Hamernik, Kerry Askelson, Jason Douville, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, August 9, 2021.

MONTHLY BUSINESS

Minutes—MA/ML-m/s/p to approve minutes for July as written.

Disbursements—ML-MB-m/s/p to approve claims for 07/13/21 – 08/09/21 for \$136,984.36 and payroll periods 06/27/21 – 07/10/21 and 07/11/21 – 07/24/21 for \$27,048.15 for a disbursement total of \$164,032.51.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefits	\$171.24
ARVIG	Telephone/Internet	\$590.71
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$32.16
BANKCARD CENTER	Operating Supplies	\$1,466.42
BRENDA DOBMEYER	Reimbursement	\$80.82
BUCKLE'S HARDWARE	Repairs & Maintenance	\$296.26
BULLDOG DESIGNS	Contracted Service	\$500.00
COLONIAL LIFE INSURANCE CO.	Employee Benefits	\$202.32
COMMUNITY CO-OPS-Lake Park	Utilities & Fuel	\$1,484.74
EFTPS-ONLINE	Payroll Taxes	\$3,169.63
FURTHER	Employee Benefits	\$600.17
GERRY'S FOODS, INC	Operating Supplies	\$47.42
JULIN LAW OFFICE, PLLC	Professional Fee	\$198.75
JUSTIN GALL	Contracted Service	\$25.00
M STATE	Training	\$1,500.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$46.42
MATRIX TRUST COMPANY	Employee Benefits	\$55.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$727.75
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$617.15
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
NORTHWEST BEVERAGE	Operating Supplies	\$19.00
OTTERTAIL POWER CO.	Utilities	\$20.61
P.E.R.A. - SDR DIVISION	Employee Benefits	\$4,161.28
PAYROLL	Wages	\$14,600.74
PETER PAZDERNIK	Reimbursment	\$135.99
RACHEL JOHNSON	Reimbursment	\$98.20
SANFORD HEALTH PLAN	Employee Benefits	\$2,782.88
USABLE LIFE	Employee Benefits	\$42.90
VERIZON WIRELESS	Telephone/Internet	\$175.21
VISSER TRENCHING, INC.	Contracted Service	\$4,130.59
	GENERAL	\$38,529.36
A.F.L.A.C. WEST REGION	Employee Benefits	\$100.93
ARVIG	Telephone/Internet	\$113.54
BANKCARD CENTER	Operating Supplies	\$681.32
BUCKLE'S HARDWARE	Repairs & Maintenance	\$404.31
COLONIAL LIFE INSURANCE CO.	Employee Benefits	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities & Fuel	\$185.72
CORE & MAIN LP	Repairs & Maintenance	\$1,670.06
EFTPS-ONLINE	Payroll Taxes	\$766.19
FURTHER	Employee Benefits	\$150.45
GERRY'S FOODS, INC	Operating Supplies	\$32.70
HAWKINS, INC.	Operating Supplies	\$808.30
MATRIX TRUST COMPANY	Employee Benefits	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$122.91
MN DOR - SALES & USE TAX	Sales Tax	\$199.00
P.E.R.A. - SDR DIVISION	Employee Benefits	\$570.52
PAYROLL	Wages	\$2,468.61
SANFORD HEALTH PLAN	Employee Benefits	\$1,078.92
USABLE LIFE	Employee Benefits	\$27.24
VERIZON WIRELESS	Telephone/Internet	\$33.09
VISSER TRENCHING, INC.	Contracted Service	\$915.00
	WATER	\$10,404.99
A.F.L.A.C. WEST REGION	Employee Benefits	\$100.93
ARVIG	Telephone/Internet	\$110.98
BUCKLE'S HARDWARE	Repairs & Maintenance	\$113.53
COLONIAL LIFE INSURANCE CO.	Employee Benefits	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities & Fuel	\$13.33
EFTPS-ONLINE	Payroll Taxes	\$766.18
FURTHER	Employee Benefits	\$150.44
MATRIX TRUST COMPANY	Employee Benefits	\$72.50

MN DOR - PAYROLL TAX	Payroll Taxes	\$122.91
P.E.R.A. - SDR DIVISION	Employee Benefits	\$570.60
PAYROLL	Wages	\$2,468.61
SANFORD HEALTH PLAN	Employee Benefits	\$1,074.51
SELECT AG, INC.	Operating Supplies	\$114.42
USABLE LIFE	Employee Benefits	\$27.20
VERIZON WIRELESS	Telephone/Internet	\$33.09
	SEWER	\$5,742.91
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$5,629.71
MN DOR - SALES & USE TAX	Sales Tax	\$769.00
	GARBAGE	\$6,398.71
A.F.L.A.C. WEST REGION	Employee Benefits	\$28.08
ARVIG	Telephone/Internet	\$348.01
BANKCARD CENTER	Operating Supplies	\$260.32
BELLBOY CORPORATION	Merchandise for Resale	\$535.50
BERGSETH BROS.	Merchandise for Resale	\$6,697.80
BEVERAGE WHOLESALERS	Merchandise for Resale	\$205.20
BNG TECHNOLOGIES, LLC	Capital Outlay	\$4,328.44
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$610.45
CASH - CITY OF TWIN VALLEY	Starter Cash-Events	\$1,900.00
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$461.50
COMMUNITY CO-OPS-Lake Park	Utilities & Fuel	\$20.00
CULINEX	Capital Outlay	\$9,141.02
DALE ERICKSON	Entertainment	\$2,500.00
D-S BEVERAGES	Merchandise for Resale	\$13,929.69
DUSTY GREEN, OWNER	Contracted Service	\$7,550.00
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$49.68
EFTPS-ONLINE	Payroll Taxes	\$1,728.40
ELECTRO WATCHMAN, INC.	Contracted Service	\$159.99
FURTHER	Employee Benefits	\$112.82
GERRY'S FOODS, INC	Merchandise for Resale	\$949.51
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$521.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$739.05
HENRY'S FOODS INC.	Merchandise for Resale	\$3,524.60
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$5,912.04
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,069.85
MN DOR - PAYROLL TAX	Payroll Taxes	\$205.32
MN DOR - SALES & USE TAX	Sales Tax	\$6,431.00
OTTERTAIL POWER CO.	Utilities	\$1,071.18
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$115.73
P.E.R.A. - SDR DIVISION	Employee Benefits	\$862.54
PAYROLL	Wages	\$7,510.19
PEPSI-COLA **	Merchandise for Resale	\$177.00
SANFORD HEALTH PLAN	Employee Benefits	\$692.57
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,675.33
USABLE LIFE	Employee Benefits	\$45.34
	LIQUOR	\$83,269.15
ADA BUILDING CENTER, INC.	Building Supplies	\$2,290.00
BANKCARD CENTER	Capital Outlay	\$2,169.45
DAKOTA PLUMBING	Contracted Service	\$3,478.94
EGGEN HEATING AND A/C	Contracted Service	\$10,700.00
	SPLASH PARK	\$18,638.39
BUCKLE'S HARDWARE	803-49010-500-	\$49.00
	MEMORIAL GARDENS	\$49.00
LUNDE BLADE & GRAVEL, LLC	Contracted Service	\$1,000.00
	EDA	\$1,000.00
	DISBURSMENT TOTAL	\$164,032.51

ULTEIG—Kris Carlson attended meeting to update council on moving forward with a feasibility study as the first step towards applying for funding for the Waste Water Treatment Facility, Sanitary Sewer Line and Herold Court

Pavement project. Carlson suggested the Council apply through USDA as they are projected to have extra funding in their next fiscal year. Through the USDA there is an option for a 60/40 grant/loan, with the loan period stretching over 40 years and a projected 1.75% interest rate. Overall cost for the project is estimated at \$4.2 million. Carlson explained that once an application is made and funding is determined, the Council has the option to choose to complete only parts, or all of the project. There are also other funding options, such as the PFA, Ulteig will apply to all options on behalf of the city. Once the feasibility study is completed the Council can choose to move forward at any point, either immediately or at a later date. The Cost of the study will be no more than \$9,600.00, which the city will have the option to be reimbursed for through whatever funding is available. MA/PB-m/s/p enter into an agreement with Ulteig Engineers to conduct a feasibility study as the first step towards completed of this project.

LIQUOR—Skaurud presented gross July sales of \$68,948.36 with and ATM revenue for the month of \$594. Currently the Liquor Store year to date cash profit sits at \$26,050.31. Skaurud has received a lot of positive feedback in concerns to the recent All School Reunion and Town & Country Days events. Sales were up from the last All School Reunion, presumably from inflation. The new tablet connected to the point-of-Sale system is a hit, and worked well during the busy events. Town & Country Day beer garden proceeds after cost of goods and sales tax amounted to \$875.24, which will be donated to the Twin Valley Community Booster Club at the next meeting. Skaurud has placed an order with Culinox for a prefect fry for a total of \$9,141.02, it will take approximately 9 weeks to arrive from the time of order (7/29/21). Cement has been poured for the new patio area, the fire pit is set to be installed in the next week or two, still waiting on fencing. The public works crew is working on transforming a couple of electrical spools into tables with seating. For the final piece of the project, Skaurud presented a quote for a new glass door to the patio are for \$3,820 installed. The current door is getting pretty worn out and is in need of repairs at the current time to get it to shut and open correctly. MB/ML-m/s/p for Skaurud to place the order for the new door. Skaurud updated Council on K. Harrell’s improvements working towards the assistant manager position. Will continue to monitor. 6-month probation period will be up in October.

Skaurud questioned if the Council had given any more consideration to creating a full-time city custodian position. Has had very little interest in the part time liquor store custodian position as advertised and the current temporary custodian will be done at the beginning of September. Discussed city wide custodian and general labor needs. Between all departments there is an estimated 32 hours of work per week that needs to be done. Discussed offering benefits at 75%. Skaurud offered to be the direct supervisor for the position, to limit confusion between department heads. Current Community Center PT Custodian wage is at \$14.61/hour with no benefits at 10 hours per week. MB/ML-m/s/p to eliminate current two part time custodian positions (general and liquor) and create a new 75% full time job within the city for General Laborer/Custodian, offering a wage of \$14.61 with 75% sick/vacation/holiday/insurance benefits. The position will first be offered to the current community center custodian with two weeks to respond to offer before any posting is made. Full job description and list of duties to be determined at a later date with the council personnel committee and department heads.

PUBLIC WORKS—Askelson presented proposed multi-unit sewer/water connection policy on behalf of utility clerk Peterick. There are currently multiple locations with water connections in town that connect to multiple housing units where there are delinquencies in billings. It is City Ordinance that all housing units must have separate connections, unless grandfathered in, creating a need for a policy on how to handle existing multi-unit connections. Councilmember Bolton motioned to accept and adopt the multi-unit connection policy as written, seconded by Councilmember Askelson the following resolution was passed.

RESOLUTION 2021—12
A RESOLUTION ADOPTING MULTI-UNIT WATER AND SEWER CONNECTION POLICY
FOR THE CITY OF TWIN VALLEY

BE IT RESOLVED, by the Twin Valley City Council, the following Multi-unit Water/Sewer Connection Policy will be adopted and referenced henceforth.

In accordance with Twin Valley City Ordinance Title V WATER REGULATIONS § 52.25 SUPPLY FROM ONE SERVICE.
No more than one housing unit or building shall be supplied from one service connection except by permission of City Council. Each unit served shall have a separate water meter.
Each service connect/install will be at the expense of the Property Owner. Written request for multiple structures that are to be supplied by only one connect must be submitted to the City Council for approval prior to service turn on.

In the event that several housing units and/or structures are on one service connect, a submeter will be placed in each unit. If any of these submeters are in a disconnect status, the main service will be turned off disconnecting services for all buildings on that connection. Utility service provided by the City of Twin Valley is considered to be a contract between the property owner and the City of Twin Valley. When a property is used as a rental, the Utility service will remain the responsibility of the Property Owner on record with Norman County.

All disconnect discussions will only be held with the Property Owner who is responsible for the main utility connection.

Monthly utility billings will to be sent to the owner of the property regardless of rental status. The City will accept payment from either the property owner or the renter/occupant. However, it is the responsibility of the property owner and their renter/occupant to communicate with each other.

WHEREUPON said policy was duly adopted through resolution this 9th day of August, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

EDA/PARKS—Mark updated Council on EDA/Parks meeting. Discussion on getting signage put up at the Splash Park and other Parks around town acknowledging the donors who helped make the projects happen. A tentative grand opening for the Splash Park is set for September 1st. At this time the building is almost complete, there are two sinks and a water heater that still need to be installed. A security camera system has also been installed. There is still one leak under the concrete in the park area which Askelson is working with the plumber to have repaired. Councilmember Bolton noted that he has heard nothing but good things about the splash park from the community. Briefly discussed acquiring land at the rider’s arena for a launch area, logistics are still in the works.

POLICE—Douville reported 77 calls for July. All department policies have been reviewed to ensure everything is in compliance with the new State requirements. Bekkerus questioned what the status on nuisance properties was. Citations were issued for three properties and are now in the hands of the County Attorney. Bekkerus also questioned what the status of the nuisance items at the old standard station. Health hazard items have been cleaned up already. A building permit for a privacy fence was previously issued, however it does not appear any work towards installation has taken place. Clerk Johnson will ask property owner for a status update. Bekkerus questioned who was responsible for overgrowth on sidewalk areas. Vegetation is the responsibility of the property owner, however at times public works staff have trimmed back nuisances.

FIRE/RESCUE—Lampton reported 3 fire calls and 12 rescue calls for the month of July. The current rescue truck is once again out for repairs. Information distributed to Council on a rescue unit available through the DNR to purchase as a replacement. The truck is a 1996 diesel, heavy rescue fire truck that has recently been in service. The Fire Department reviewed the truck specs and felt that \$6,000 was a reasonable purchase price. PB/MA-m/s/p to approve purchase. The City will have 2-3 month trial period with the truck to ensure it will fit the departments needs before payment is due.

PERA service pension levels for fire and rescue are still in a funding surplus at 157%.

ML/MA-m/s/p to approve new volunteer application to the fire department for Timothy Gilbertson. A background check was already completed with no issues.

Lampton informed Council that the fire department did not receive the DNR grant for the 2022 fiscal year. Will apply again next year.

FINANCIALS—July financial statements, including current investments and general fund budget status were distributed to Council, no concerns addressed. Johnson requested on behalf of the Twin Valley Garden Club that the City create a fund going forward to help sponsor projects that improve the City. It was estimated the club spent up to \$1,000 per year on beautification. Council will consider budgeting for this during 2022 budget discussions.

NEW BUSINESS—ML-PB/m/s/p to approve the following building permit requests—S. Little at 322 4th St SW to replace shingles, porch, windows and paint. Gunnufson at 206 1st St SW to place portable 12’x16’ storage unit on lot. D. Viste to replace front entry deck to home at 311 Pleasant Ave SE. Johnson to build single level residential home and attached garage with total square footage of 2,824 at 41 Herold Court N.

MB/ML-m/s/p to approve request from the Nesseth-Lein Post 431 American Legion for LG230 Application to Conduct Off-Site Gambling to hold raffles/pull-tabs/tip boards at the Twin Valley Community Center.

Meeting adjourned 8:24PM, MA/PB-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

MONDAY, September 13, 2021 – TWIN VALLEY CITY COUNCIL
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, Michael Bolton, Mike Lampton
OTHERS: Kerry Askelson, Jason Douville, Connie Hamernik, Juliana & Jeff Nowak, Dan Wilsey

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, September 13, 2021.

MONTHLY BUSINESS

Minutes—MA/ML-m/s/p to approve the August minutes as written.
Disbursements—MB/MA-m/s/p to approve claims from 08/10/2021 – 09/13/2021 and payroll periods 16, 17, &18 for a disbursement total of \$165,974.82.

VENDOR	DESCRIPTION	AMOUNT
2ND TO NONE SEPTIC SOLUTIONS, LLC	Contracted Service	\$2,141.25
A.F.L.A.C. WEST REGION	Employee Benefit	\$171.24
ADA BUILDING CENTER, INC.	Building Supplies	\$270.69
ANDERS VALLEY PUBLISHING, LLC	Publishing	\$435.40
ANDY FLYBERG	Professional Service	\$448.36
ARAMARK UNIFORM SERVICES	Contracted Service	\$353.78
ARVIG	Telephone/Internet	\$585.37
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$61.99
BANKCARD CENTER	Operating Supplies	\$191.96
BRENDA DOBMEYER	Reimbursement	\$200.00
BUCKLE'S HARDWARE	Repairs & Maintenance	\$1,116.12
BULLDOG DESIGNS	Professional Service	\$475.00
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
COMMUNITY CO-OPS-Lake Park	Utilities	\$1,359.28
EFTPS-ONLINE	Payroll Taxes	\$4,381.13
FRANCOTYP-POSTALIA, INC.	Postage	\$100.00
FURTHER	Employee Benefit	\$1,082.84
LEAGUE OF MINNESOTA CITIES	Membership Dues	\$978.00
LUNDE BLADE & GRAVEL, LLC	Contracted Service	\$150.00
M STATE	Training/Registration	\$600.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$59.37
MATRIX TRUST COMPANY	Employee Benefit	\$82.50
MN DEPT. OF NATURAL RESOURCES	Capital Outlay	\$6,000.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$996.85
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Grant	\$1,553.60
NORMAN CO. AUDITOR/TREASURER	Interest	\$208.30
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Service	\$550.00
NORTHWEST BEVERAGE	Operating Supplies	\$14.25
OFFICE SUPPLIES PLUS*	Operating Supplies	\$159.53
OTTERTAIL POWER CO.	Utilities	\$6,229.89
P.E.R.A. - SDR DIVISION	Employee Benefit	\$5,676.96
PAYROLL	Employee Wages	\$20,721.18
RACHEL JOHNSON	Reimbursement	\$569.23
SANFORD HEALTH PLAN	Employee Benefit	\$1,368.30
SCHULTZ REPAIR	Repairs & Maintenance	\$330.84
TACTICAL SOLUTIONS	Contracted Service	\$68.00
TEAM LABORATORY CHEMICAL, LLC	Repairs & Maintenance	\$150.00
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$142.46
TWIN VALLEY LIONS CLUB	Operating Supplies	\$84.75
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Telephone/Internet	\$420.26
GENERAL FUND TOTAL		\$60,712.45
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$119.90
ARVIG	Telephone/Internet	\$113.54
BANKCARD CENTER	Operating Supplies	\$454.85

BUCKLE'S HARDWARE	Repairs & Maintenance	\$79.98
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$250.75
CORE & MAIN LP	Contracted Service	\$2,340.00
EFTPS-ONLINE	Payroll Taxes	\$1,205.89
FRANCOTYP-POSTALIA, INC.	Postage	\$100.00
FURTHER	Employee Benefit	\$274.65
GOPHER STATE ONE-CALL	Contracted Service	\$45.90
HAWKINS, INC.	Operating Supplies	\$459.70
MATRIX TRUST COMPANY	Employee Benefit	\$108.75
MN DOR - PAYROLL TAX	Payroll Taxes	\$196.04
MN DOR - SALES & USE TAX	Sales Tax	\$126.00
OTTERTAIL POWER CO.	Utilities	\$1,985.76
P.E.R.A. - SDR DIVISION	Employee Benefit	\$827.73
PAYROLL	Employee Wages	\$3,888.78
SANFORD HEALTH PLAN	Employee Benefit	\$17.98
THEIN WELL CO. INC	Contracted Service	\$23,957.64
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$118.81
USABLE LIFE	Employee Benefit	\$13.62
VERIZON WIRELESS	Telephone/Internet	\$66.14
	WATER TOTAL	\$36,857.02
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$119.90
ARVIG	Telephone/Internet	\$110.98
BUCKLE'S HARDWARE	Repairs & Maintenance	\$68.30
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$13.33
EFTPS-ONLINE	Payroll Taxes	\$1,205.87
FRANCOTYP-POSTALIA, INC.		\$100.00
FURTHER	Employee Benefit	\$274.63
GOPHER STATE ONE-CALL	Contracted Service	\$45.90
HOBAN'S PLUMBING & HEATING	Professional Service	\$543.60
JET-WAY MULTIPLE SERVICES, INC.	Repairs & Maintenance	\$892.50
MATRIX TRUST COMPANY	Employee Benefit	\$108.75
MN DOR - PAYROLL TAX	Payroll Taxes	\$196.05
OTTERTAIL POWER CO.	Utilities	\$422.66
P.E.R.A. - SDR DIVISION	Employee Benefit	\$827.69
PAYROLL	Employee Wages	\$3,888.78
SANFORD HEALTH PLAN	Employee Benefit	\$13.57
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$118.81
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$66.14
	SEWER TOTAL	\$9,135.67
FRANCOTYP-POSTALIA, INC.	Postage	\$100.00
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$5,808.08
MN DOR - SALES & USE TAX	Sales Tax	\$852.00
NORMAN CO. DEMOLITION LANDFILL	Contracted Service	\$40.00
	GARBAGE TOTAL	\$6,800.08
2ND TO NONE SEPTIC SOLUTIONS, LLC	Contracted Service	\$338.25
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ARVIG	Telephone/Internet	\$348.78
BANKCARD CENTER	Operating Supplies	\$789.53
BERGSETH BROS.	Merchandise for Resale	\$1,174.70
BEVERAGE WHOLESALERS	Merchandise for Resale	\$390.30
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$787.15
BUCKLE'S HARDWARE	Repairs & Maintenance	\$85.46
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$415.00
COMMUNITY CO-OPS-Lake Park	Utilities	\$20.00
D-S BEVERAGES	Merchandise for Resale	\$14,069.40
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$106.64
EFTPS-ONLINE	Payroll Taxes	\$2,274.82

FRANCOTYP-POSTALIA, INC.	postage	\$107.00
FURTHER	Employee Benefit	\$225.64
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$309.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$619.35
HENRY'S FOODS INC.	Merchandise for Resale	\$2,573.07
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$1,953.36
LORI J. SKAURUD	Reimbursement	\$412.65
LUNDE BLADE & GRAVEL, LLC	Contracted Service	\$132.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$3,340.85
MN CHILD SUPPORT & COLLECTION	Payroll Taxes	\$40.23
MN DOR - PAYROLL TAX	Payroll Taxes	\$278.72
MN DOR - SALES & USE TAX	Sales Tax	\$4,376.00
MN MUNICIPAL BEVERAGE ASSN.	Membership Dues	\$600.00
OTTERTAIL POWER CO.	Utilities	\$1,192.25
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$221.80
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,209.25
PAYROLL	Employee Wages	\$9,626.83
SANFORD HEALTH PLAN	Employee Benefit	\$692.57
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$740.29
TEAM LABORATORY CHEMICAL, LLC	Repairs & Maintenance	\$150.00
TV BOOSTER CLUB	Donation	\$875.24
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$144.52
ULINE	Capital Outlay	\$968.82
USABLE LIFE	Employee Benefit	\$22.67
LIQUOR TOTAL		\$51,840.22
BANKCARD CENTER	Operating Supplies	\$199.61
LUNDE BLADE & GRAVEL, LLC	Contracted Service	\$396.00
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$13.77
SPLASH PARK TOTAL		\$609.38
ANDERS VALLEY PUBLISHING, LLC	Operating Supplies	\$20.00
MEMORIAL GARDENS TOTAL		\$20.00
DISBURSEMENT TOTAL		\$165,974.82

PUBLIC WORKS—Askelson updated Council on the MDH Lead/Copper Tap Water Monitoring Report, received 08/31/2021. Results of recent testing required by the Safe Drinking Water Act did not exceed the action level for either lead or copper. No action is needed. Askelson reported that water usage is still up higher than the DNR suggested amount, but he is beginning to see a decline in usage. Reported that he is still working on the backwash reclaim system at the water treatment plant. Issues have continued with pump failures, however after recent repairs it appears to be operating correctly. Presented Garbage Policy for acceptance. Policy was written in accordance with requests received by office staff from Fuch’s Sanitation. Issues around town such as excessively large garbage receptacles, garbage placement, and types of waste were all addressed. ML/PB-m/s/p to approve policy as written. ***Full policy available for review at City Hall*** Council reviewed proposed water restriction policy and guidelines for action. As the State of Minnesota is still in a drought warning phase, even after the recent rains, it is necessary for the City to continue to monitor and limit excessive or unnecessary water usage. At this time the City remains in Stage 1 Restrictions. Should the drought situation worsen, Stages 2 & 3 as well as disciplinary action have been laid out in the proposed policy. Addressed concerns over the bulk water filling station at Cenex. There are currently no restrictions in place for agricultural or life sustaining uses. MA/ML-m/s/p to approve and adopt policy as written, Stage 1 restrictions will continue to be required until further action is taken. ***Full policy available for review at City Hall***

Councilmember Bekkerus questioned the public works departments plans on having additional gravel laid on 1st St SE between Cleveland Ave and Stenseth Ave. This portion of the road is also used as part of the Agassiz Recreational Trail. Askelson estimated roughly four loads of gravel would be sufficient to smooth the road. Mayor Fall will check with the County to see if there is funding available in conjunction with the trail.

Councilmember Bekkerus also questioned if the entrance/exit doors installed at the splash pad are in compliance with building/fire code as they swing inwards instead of outwards. Askelson was under the impression the full building, with the assistance from Ulteig Engineering, was built to code. If it is found to be in violation of State Code the doors would need to be completely replaced.

EDA/PARKS—Councilmember Askelson addressed Council in regards to the relocation of the City Skating Rink to the Splash Park area. Askelson is looking into grant funding to purchase a liner for the new rink area. Kerry Askelson has also been in contact with Visser's Trenching in regards to having the rink area leveled out and possibly laying clay down to help with maintenance of the park. Councilmember Bekkerus asked about plans for rubber flooring to be installed in the SP building for the skating season. Options will be looked into to possibly include in the grant request. M. Askelson is looking to apply for roughly \$7,500 from the Twin Valley Gary Area Community Fund to complete this project. Councilmember Bolton voiced his willingness to volunteer time in the coming weeks to help get the ceiling installation blown into the building as well.

M. Askelson reported that a new community member attended the EDA/Park meeting, Tammy Carlsrud. She has requested to continue to attend future meetings. MB/MA-m/s/p to give Council approval to appoint Carlsrud as an official member of the committees.

M. Askelson requested the City begin the process of getting a formal lease agreement made between the City of Twin Valley and the Twin Valley Riders club for the EDA/Parks committees to move forward with updates and improvements to the Otterson Bridge recreation launch area on the Wild Rice River. The Twin Valley Rider's Club has an official meeting in January of 2022 and Askelson/Bekkerus would like to have something to present for formal approval at this time. Insurance needs will also need to be addressed in the future as this project moves forward.

LIQUOR—Skaurud reported gross revenue for August at \$ as well as and ATM revenue of \$375. Skaurud has been looking into the possibility of raising the surcharge for the ATM machine as well as possibly initiating a credit card surcharge for off-sale purchased. Updated Council on previous and upcoming events. Requested Council approval to hire new PT bartender Reuben Mastin. Mastin is already a member of the Twin Valley Fire Department. ML/PB-m/s/p to approve hire. Skaurud received notification from Arvig that the current cable television service will be terminated in October and to retain television service the Liquor Store will need to switch to internet-based television services. Options for syncing television were discussed—Arvig does offer a mini mod system which would sync multiple televisions together with an initial cost of around \$500.00. Council discussed possibly other options for television service at the TVLS. Also discussed the possibility of needing to increase internet speeds to keep up with these changes. Discussed possible HDMI splitter that may be able to sync televisions as well. The Liquor Committee and Skaurud will hold future meetings to further discuss the needs at the establishment.

The fire pit has been completed and is fully operational. Skaurud is still waiting on fence installation around the patio area. Skaurud requested Council approval to purchase additional stools (roughly \$100 per piece) to be placed around the fire pit area, as well as approval to update light fixtures on the building. MB/ML-m/s/p to approve. Councilmember Bekkerus questioned the current cost associated with the patio project and whether Skaurud had gone over the initial approved amount of \$30,000. At this time only one invoice has been received on the project from Green Construction for the concrete pad amounting to \$7,550. *(With Todd's Landscaping's quote of \$16,500, and the approved new patio door priced with installation at \$3,820.00 the cost currently sits at \$27,870.)*

Presented Job Description for the new City-Wide Custodian Position to Council for approval. MB/ML-m/s/p to approve as written. ****Full description available to City Hall for review**** The City has received two applicants for the position. It was decided that the Personnel committee (Fall and Lampton) along with Skaurud and Johnson would attend interviews to be set for Monday, September 20, 2021. Johnson will contact applications to schedule times. Councilmember Bekkerus asked that a log of activities be kept for the new employee to keep track of time and duties.

Briefly discussed the possibility of installing a new PA system in the TVLS building to aid with special events. M. Askelson estimated the cost should be no more than \$500 to have a decent system wired in. This will be discussed further at a Liquor Committee meeting.

Skaurud requested PT Bartender Kendell Harrell be officially promoted to Liquor Store Assistant Manager starting with the next pay period. Harrell has been under a 'probationary/waiting' period for 5 months at this time. Concerns about setting precedence for probationary periods was addressed. Initial waiting period had been set (according to official minutes) at 3 months, and increased at that time due to manager discretion. MB/MA-m/s/p to approve the promotion as of pay period 09/22/2021. Harrell will receive a raise as well as be eligible for vacation, sick, and holiday benefits at ¾ time.

POLICE—Douville reported 78 calls for August. Councilmember Bekkerus questioned the status of nuisance abatement at 307 1st St NW. A building permit was issued to the lot owner as of ***** to install a privacy fence which at the time, the Council agreed would be an acceptable abatement to the unsightly vehicle and machinery nuisance violation. At this time, it appears no construction on said fence has been initiated. Bekkerus asked that this property be prosecuted in the same fashion as all other nuisance properties in town as no effort appears to have been made. Councilmember Lampton questioned if a time limit to install the fence needed to be made. Douville commented that the health and safety violations were addressed, such as parts/tires piles being relocated and this location is actively being used as a repair shop. Douville will however, at the Councils request, move forward with issuing a state citation.

FIRE/RESCUE—Lampton reported 2 fire calls and 15 rescue calls for August. Dan Wilsey attended the meeting on behalf of the Twin Valley Rescue Squad to request approval to purchase a new AED machine. The rescue squad is unable to purchase pads for the AEDs purchased in 2020 until December of this year. Wilsey presented two quotes for possible alternatives including the LifePak as well as a Zoll option, each comparable in price. The Norman County EMS has LifePak AED's, which would make this the more convenient option. Also addressed the current issue with the combination lock at the rescue building jamming, and not working properly. Lampton commented that the fire department has the same issue with the keypad installed on their entrance door. MB/PB-m/s/p to approve both purchasing a LifePak AED and two new keypad door knobs with optional keyed entry for both buildings. The old AED until will eventually be moved to the Splash Park building as soon as the back ordered pads arrive.

2022 PROPOSED LEVY— Council discussed setting a preliminary tax levy for the 2022 General Fund Budget. Councilmember Bolton motioned to set a preliminary increase of 10%, seconded by Councilmember Askelson the following resolution was introduced.

RESOLUTION 2021—13
A RESOLUTION ADOPTING THE 2022 PROPOSED TAX LEVY FOR THE CITY OF TWIN VALLEY 2022 FISCAL YEAR

WHEREAS, the Twin Valley City Council has reviewed the current General Fund Budget for the 2021 Fiscal Operating Year and has determined that a proposed percentage of ten percent (10%) will be levied against the property taxes at this time, with a work session to be held in December to revise; and
WHEREAS, the City must certify the Proposed 2022 Levy to the Norman County Auditor by September 30, 2021; and
WHEREAS, the City of Twin Valley will hold a final tax levy hearing at 6:30 PM on December 13, 2021; and certify the Final Levy to the Norman County Auditor and the State of Minnesota.
THEREFORE, BE IT RESOLVED by the Twin Valley City Council that the following proposed sums are to be levied for the 2022 Collectible year, upon taxable properties in the City of Twin Valley, for the following purposes:

GENERAL FUND	\$ 182,675
2019 Utility Revenue & Refunding	\$ 22,000
LONG TERM CAPITAL FUND	\$ 10,000
TOTAL PROPOSED LEVY	\$ 214,675

Upon a roll call vote the following members voted in favor: Paul Bekkerus, Mike Bolton, Mike Lampton, Mark Askelson, and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 13th day of September, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Councilmember Askelson requested that for the 2023 proposed budget, the Council hold a preliminary budget discussion meeting in July or August of 2022 to get a better idea of actual needs before setting the proposed budget for the next fiscal year.

FINANCIALS—Council reviewed financial statement as of 08/31/2021 for all City funds. Councilmember Bekkerus questioned the current income for the new City RV Park, this information was not readily available and will be made available at a future date to review.

NEW BUSINESS—MB/MA-m/s/p to approve LG220 Application for Exempt Gambling Permit for the Wild Rice Conservation Club to hold Raffles at the Twin Valley Community Center during their annual supper on January 29, 2022.

MA/ML-m/s/p to approve request for vendor permit from Dave Stuart with the Sugar Shack.

BUILDING PERMITS—Council received two building permits. One for 306 Norman Ave NE to place a non-permanent 8’x10’ storage unit and one for 605 Main Ave E to install a 4’ tall chain link fence around back of property. MB/ML-m/s/p to approve both permits, also allowing for a slight deviation to the traditional fencing setbacks due to the location of a tree.

Discussed request from T. Wibbels to purchase lot 2 of block 3 of the Herold Addition. Lots in this area have already been plotted into lot sets to be sold together for the purpose of new housing only. Infrastructure has already been installed to each lot set for water and sewer as well. Council agreed that the lots would not be split.

MB/ML-m/s/p to renew membership with the League of Minnesota Cities for the cost of \$948.

Discussed advertising opportunities with KRJB. PB/MB-m/s/p to spend up to \$300.00 in advertising during the Fall Harvest Days, promoting the Liquor Store Patio and new RV campsite. \$100.00 of the cost of advertising will be sent in the form of a gift certificate from the Twin Valley Liquor Store to be used as part of the grand prize giveaway offered during this promotion.

MB/PB-m/s/p to approve sending up to 8 first responders to the Greater NW EMS annual conference, 10/01/21 – 10/02/21.

Meeting adjourned 8:48PM, MB/PB-m/s/p.

Attest: _____

Signed: _____

RACHEL JOHNSON, CLERK TREASURER

BENJAMIN FALL, MAYOR

MONDAY, October 11, 2021 – TWIN VALLEY CITY COUNCIL

REGULAR MONTHLY MEETING

Twin Valley Community Center – 7:00 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, Michael Bolton, Mike Lampton

OTHERS: Kerry Askelson, Jason Douville, Connie Hamernik, David Portz, Melissa & Shawn Young, & Tim Boe

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, October 11, 2021.

CITIZENS FORUM—David Portz questioned why the EDA and Council is moving the skating rink from the current location in Herold Court. It was explained the reasoning was to utilize the new building as a bathroom facility, meeting/gathering room, and warming house in one, rather than make repairs to the old skating warming house as well. The City intends to condense the City Park areas to one location, feeling that the proximity to the school in Herold Court is ideal. Portz also questioned what the City plans to do about young children driving ATV’s through town, he was advised to contact law enforcement when he is concerned. His final question was in regards to the EDA/Parks committees plan at the Otterson Bridge—the committees are working towards a lease agreement with the Rider’s Club to improve the area to make river access easier for kayakers/tubers.

ADDITION(S) TO AGENDA—MA/ML-m/s/p to approve the addition of a request for advertising from Discover Norman County.

MONTHLY BUSINESS

Minutes—ML/MA-m/s/p to approve the September minutes as written.

Disbursements—MB/ML-m/s/p to approve claims from 09/14/2021-10/11/2021 and payroll for 9/22/2021 & 10/6/2021 for a disbursement total of \$116,881.84.

VENDOR	DESCRIPTION	AMOUNT
2 ND TO NONE SEPTIC SOLUTIONS, LLC	Rental/Contracted Service	\$641.25
A.F.L.A.C. WEST REGION	Employee Benefit	\$171.24
ARAMARK UNIFORM SERVICES	Contracted Service	\$332.97
ARVIG	Telephone/Internet	\$590.98
BANKCARD CENTER	Operating Expense	\$1,123.42
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
COMMUNITY CO-OPS-Lake Park	Utilities	\$1,240.85
DEAN THORSEN	Contracted Service	\$390.00
EFTPS-ONLINE	Payroll Taxes	\$2,968.23
FURTHER	Employee Benefit	\$600.17
GERRY’S FOODS, INC	Operating Expense	\$528.61

JULIN LAW OFFICE, PLLC	Legal Fee	\$144.33
M STATE	Training	\$625.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$46.42
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MICHAEL BOLTON, OWNER	Operating Expense	\$50.00
MN DOR – PAYROLL TAX	Payroll Taxes	\$664.14
NORMAN CO. SHERIFF’S OFFICE	Professional Service	\$3,655.33
NORMAN COUNTY ATTORNEY’S OFFICE	Legal Fee	\$550.00
NORTHWEST BEVERAGE	Contracted Service	\$19.00
OFFICE SUPPLIES PLUS*	Operating Expense	\$44.00
OTTERTAIL POWER CO.	Utilities	\$2,790.14
P.E.R.A. – SDR DIVISION	Employee Benefit	\$3,885.82
PAYROLL	Wages	\$14,169.63
SANFORD HEALTH PLAN	Employee Benefit	\$2,075.59
TRITECH SOFTWARE SYSTEMS	Professional Service	\$150.00
TV BOOSTER CLUB	Grant Funds	\$800.00
TWIN VALLEY HARDWARE	Repairs/Maintenance	\$1,007.32
TWIN VALLEY POSTMASTER	Box Rent	\$84.00
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Telephone/Internet	\$209.01
	General Fund Total	\$39,836.22
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$85.74
ARVIG	Telephone/Internet	\$113.29
BANKCARD CENTER	Operating Expense	\$8.70
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$192.21
EFTPS-ONLINE	Payroll Taxes	\$833.81
FURTHER	Employee Benefit	\$150.45
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR – PAYROLL TAX	Payroll Taxes	\$135.89
MN DOR – SALES & USE TAX	Sales & Use Taxes	\$158.00
OTTERTAIL POWER CO.	Utilities	\$962.08
P.E.R.A. – SDR DIVISION	Employee Benefit	\$548.61
PAYROLL	Wages	\$2,704.42
SANFORD HEALTH PLAN	Employee Benefit	\$548.45
TWIN VALLEY HARDWARE	Repairs/Maintenance	\$46.22
USABLE LIFE	Employee Benefit	\$13.62
VERIZON WIRELESS	Telephone/Internet	\$32.92
	Water Total	\$6,711.52
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$85.74
ARVIG	Telephone/Internet	\$100.71
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$15.96
EFTPS-ONLINE	Payroll Taxes	\$833.80
FURTHER	Employee Benefit	\$150.44
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR – PAYROLL TAX	Payroll Taxes	\$135.89
OTTERTAIL POWER CO.	Utilities	\$152.71
P.E.R.A. – SDR DIVISION	Employee Benefit	\$548.61
PAYROLL	Wages	\$2,704.42
RMB ENVIRONMENTAL LABS, INC.	Contracted Service	\$79.00
SANFORD HEALTH PLAN	Employee Benefit	\$544.04
SELECT AG, INC.	Supplies	\$224.24
TWIN VALLEY HARDWARE	Repairs/Maintenance	\$60.20
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$32.92
	Sewer Total	\$5,859.39
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$5,965.00
MN DOR – SALES & USE TAX	Sales & Use Taxes	\$801.00
	Garbage Total	\$6,766.00

A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ARVIG	Utilities	\$348.94
BANKCARD CENTER	Operating Expense	\$1,795.52
BERGSETH BROS.	Merchandise for Resale	\$3,139.75
BEVERAGE WHOLESALERS	Merchandise for Resale	\$434.50
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$127.01
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$430.50
COMMUNITY CO-OPS-Lake Park	Utilities	\$63.83
DEAN THORSEN	Contracted Service	\$140.00
D-S BEVERAGES	Merchandise for Resale	\$5,559.14
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$49.68
EFTPS-ONLINE	Payroll Taxes	\$1,699.40
ERIC J. REITAN	Entertainment	\$450.00
FURTHER	Employee Benefit	\$112.82
GERRY'S FOODS, INC	Merchandise for Resale	\$1,004.86
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$499.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$649.75
HENRY'S FOODS INC.	Merchandise for Resale	\$2,373.34
HIGHLAND GROVE HEATING, LLC	Contracted Service	\$249.00
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$7,655.55
KRJB FM RADIO	Advertising	\$200.00
LORI J. SKAURUD	Reimbursement	\$46.54
McKINNON COMPANY, INC.	Merchandise for Resale	\$3,218.12
MN DOR – PAYROLL TAX	Payroll Taxes	\$217.27
MN DOR – SALES & USE TAX	Sales & Use Taxes	\$4,333.00
NORMAN CO. IMPLEMENT, INC.	Capital Outlay	\$170.71
OTTERTAIL POWER CO.	Utilities	\$932.32
P.E.R.A. – SDR DIVISION	Employee Benefit	\$914.52
PAYROLL	Wages	\$7,065.47
PEPSI-COLA **	Merchandise for Resale	\$165.20
SANFORD HEALTH PLAN	Employee Benefit	\$692.57
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$3,683.35
TWIN VALLEY HARDWARE	Repairs/Maintenance	\$104.69
USABLE LIFE	Employee Benefit	\$22.67
	Liquor Store Total	\$48,777.10
MJM NYSETVOLD INC.	Contracted Service	\$8,861.61
	Splash Park Total	\$8,861.61
	Disbursements Total	\$116,811.84

LIQUOR—Clerk Johnson gave report on behalf of Liquor Store Manager. ATM revenue for September as \$399. Gross September sales was \$49,027.56. Events update--\$3.00 Bud Light Pints are being offered during Bison Games, a Halloween party is scheduled for 10/29/2021 with live music from Eric Reitan. The patio fence is still back ordered, no update on timeline. Speakers in the bar ceiling are still operational, liquor committee met to rest and discuss prior to meeting. Will be purchasing a receiver with microphone set up as well as two additional speakers to install outside to use for large events where a sound system is needed. Skaurud will be meeting with Arvig on October 13th to continue to discuss the cable television situation at the bar. Skaurud is scheduled to attend a trade show in Bagley on October 14th in the afternoon. Received notification that the new fryer unit will not be shipped until mid-November. PB/MA-m/s/p to approve hire of Maribel Rosales as City Custodian. MB/ML-m/s/p to approve hire of Nikki Boe as PT bartender.

PUBLIC WORKS—Askelson requested Council permission to advertise for 2021-2022 snow removal bids. Mayor Fall received a phone call before meeting inquiring about the gravel on First Street SE—Norman County will be bringing in 10 loads of gravel and having this bladed. Ulteig is still working on final cost estimates and waiting on the State to decide on funding for the Lift Station & Sewer Project, Kris Carlson plans to attend November meeting to give Council an update. Bekkerus asked to keep the old city shop in mind for budgeting for the 2022 year, would like to see this painted. Fall hydrant flushing has been completed.

EDA/PARKS—Tim Boe asked if the Council or committees had any intentions of putting water in down at Heiberg Park for camping. This has been discussed in the past, however, due to the park being in a flood zone it may be an issue. Mark Askelson plans to continue to look into options for the park in the future to see what is feasible. Continued discussion on the Otterson Bridge/Kayak project. City Attorney Julin has suggested the City have the area of land surveyed to get an exact legal description of the area for which we want to utilize to minimize liability.

Other options would be to lease the full area to the Northeast of the river bed that the Twin Valley Rider’s Club owns. Bekkerus also asked about who would be responsible for any increased tax liability due to the improvements the City hopes to make. Clerk Johnson will contact the Norman County Assessor’s office to get a rough estimate of how these improvements may affect land tax value. The Twin Valley Rider’s Club has another meeting on Tuesday 10/19/21, Bekkerus plans to attend. Johnson will look into the cost of a survey for future meetings. Mark Askelson suggested that the City also have a survey completed for the Heiberg Park land to the Northwest at the same time.

Mark Askelson is still looking into different companies to purchase skating rink kits from. Askelson plans to request \$9,000 in grant funding for this project from the Northwest Minnesota Foundation.

POLICE—Douville reported 75 calls for September. The 2014 squad car was towed to Hawley for service. Nuisance properties appear to be slowly getting cleaned up. Many of the property owners are still working with the Norman County Court system for a resolution. The Old Standard Station has notably been cleaned up sufficiently.

FIRE/RESCUE—Lampton reported 2 fire and 4 rescue calls for September. The Fire Department along with the American Legion are planning to host another Horse Racing event on November 5th at the Liquor Store. Also planning to have Horse Races in the Community Center during the Moonshiners membership supper on November 20th. PB/MA-m/s/p to pre-approve any application to the State the American Legion may need to make for this event. The department will be working on having all the emergency lighting and stickering removed from the old fire rescue truck to put this up for bids. Three members of the fire department will be starting Firefighter I training on October 22nd. Lampton was notified that Norman County was awarded the FEMA grant to purchase new radios. The City will have a small portion to pay for these radios once installed. Twin Valley will also be hosting the County Fire Association Meeting on November 10th, Lampton was unsure if a meal would be served or not yet due to the date falling during hunting season.

FINANCIALS—No questions or concerns received in regards to the September financial statements as presented. The City of Twin Valley received the first payment from the State of American Rescue Plan funding amount to \$39,945.93. The U.S. Treasury is still working on details and guidelines for use and reporting. The first reports will not be due until the new year but the City should be thinking about the best way to utilize this funding in the meantime. Another payment will be made in the spring of 2022. Councilmember Bolton motioned to accept these funds and agree to follow the guidance from the U.S. Treasury in making all expenditures. Motion seconded by Councilmember Askelson and the following resolution was adopted.

RESOLUTION 2021—14
A RESOLUTION TO ACCEPT THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT

WHEREAS, since the first case of coronavirus disease 2019 (COVID-19) was discovered in the United States in January 2020, the disease has infected over 32 million and killed over 575,000 Americans (“Pandemic”). The disease has impacted every part of life: as social distancing became a necessity, businesses closed, schools transitioned to remote education, travel was sharply reduced, and millions of Americans lost their jobs;

WHEREAS, as a result of the Pandemic cities have been called on to respond to the needs of their communities through the prevention, treatment, and vaccination of COVID-19.

WHEREAS, city revenues, businesses and nonprofits in the city have faced economic impacts due to the Pandemic.

WHEREAS, Congress adopted the American Rescue Plan Act in March 2021 (“ARPA”) which included **\$65 billion in recovery funds for cities across the country.**

WHEREAS, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses.

WHEREAS, \$79,891.86 has been allocated to the City of Twin Valley (“City”) pursuant to the ARPA (“Allocation”).

WHEREAS, the United States Department of Treasury has adopted guidance regarding the use of ARPA funds.

WHEREAS, the City, in response to the Pandemic, has had expenditures and anticipates future expenditures consistent with the Department of Treasury’s ARPA guidance.

WHEREAS, the State of Minnesota will distribute ARPA funds to the City because its population is less than 50,000.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TWIN VALLEY, MINNESOTA AS FOLLOWS:

1. The City intends to collect its share of ARPA funds from the State of Minnesota to use in a manner consistent with the Department of Treasury’s guidance.
2. City staff are hereby authorized to take any actions necessary to receive the City’s share of ARPA funds from the State of Minnesota for expenses incurred because of the Pandemic.
3. City staff are hereby authorized to make recommendations to the City Council for future expenditures that may be reimbursed with ARPA funds.

Upon a roll call vote the following members voted in favor: Paul Bekkerus, Mike Bolton, Mike Lampton, Mark Askelson, and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 11th day of October, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

NEW BUSINESS—Heritage Publications is once again putting together a new Discover Norman County magazine to highlight the County and has approached the City of Twin Valley for advertising opportunities. In 2018 the City purchased 1 full page advertisement for the City itself, with the liquor store purchasing a half page, and the Fire Department purchasing one quarter page. Total cost \$1,069. MA/ML-m/s/p to approve the same expenditure for 2022 advertising. Clerk Johnson will work with the publisher to make sure that Twin Valley’s new RV Park, camping areas, and Lot incentive program are highlighted.

BUILDING PERMITS—MB/ML-m/s/p to approve building permit application for J. Gall to place a non-permanent car pot atop existing concrete slab at 404 Pleasant Ave SE. PB/MA-m/s/p to approve building permit for S. Berquam at 305 Pleasant Ave SW to install 6’ tall privacy fencing along lot perimeter, reroof, add gutters to garage, and repair decking. Councilmember Bolton opposed the privacy fence stating this was not a sufficient solution to the accumulation of nuisance items at this property.

MB/PB-m/s/p to support the Norman County East Dollars for Scholars with advertisements at the remainder of the fall/winter home games.

LIQUOR LICENSING—An application for an intoxicating liquor license from Melissa Young for Young’s Alley/Bar was presented to the Council. Fall reviewed the application noting the following missing information—Federal & State Tax Returns, a copy of the businesses bank statement, Worker’s Compensation Insurance, and a proper description of the premises. Young stated that she only has two paid employees, herself and her daughter, removing the requirement for worker’s compensation insurance. She will provide the additional information required by the City and State of Minnesota for consideration. The physical location of the business will be both 110 and 112 Main Ave W, as the buildings are connected. A business license/application fee of \$750.00 is also required by the City. Young noted that she does not indent to open the bar portion of her establishment until the new year. Councilmember Askelson questioned Young’s application in regards to pending court charges/litigation and suggested that it may be best to hold off on any decisions until after any sentencing is complete—personally feels that it would not be appropriate for the City to issue a liquor license to an individual up against felony charges in the County Court. Tim Boe countered that she is innocent until proven guilty and Mrs. Young stated her personal matters should not be factored into a request for her business. Young also suggested if this was the only issue she would apply under her husband for the license instead. Fall determined that the application would be tabled until required information is received, and a special meeting can be held if necessary to discuss.

FYI/OTHER—A budget workshop meeting was set for Monday, December 6, 2021 at 6:00PM.

Meeting adjourned 8:06PM, MA/MB-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

MONDAY, November 8, 2021 – TWIN VALLEY CITY COUNCIL
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, Michael Bolton, Mike Lampton
OTHERS: Kris Carlson, Alex Ranz, Connie Hamernik, Kerry Askelson, Jason Douville, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, November 8, 2021.

MONTHLY BUSINESS

Minutes—MA/ML-m/s/p to approve the October minutes as written.

Disbursements—MB/Ma-m/s/p to approve claims from 10/12/21 – 11/08/21 for \$154,770.98 and payroll periods 10/20/2021 and 11/03/2021 for \$24,289.11 for a disbursement total of \$179,060.09.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$171.24
ANDERS VALLEY PUBLISHING, LLC	Publishing	\$23.00
ARAMARK UNIFORM SERVICES	Contracted Service	\$237.36
ARVIG	Telephone/Internet	\$591.77
BANKCARD CENTER	Operating Supplies	\$1,076.98
BRENDA DOBMEYER	Training	\$430.00
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
COMMUNITY CO-OPS-Lake Park	Utilities	\$913.79
EFTPS-ONLINE	Payroll Taxes	\$2,625.45
FURTHER	Employee Benefit	\$600.17
GALLS, LLC*	Police Equipment	\$3,790.11
K & K TOWING	Contracted Service	\$135.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$46.42
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$627.55
MN FIRE SERVICE CERTIFICATION BOARD	Training	\$25.00
MN STATE FIRE DEPT. ASSN (MSFDA)	Membership Dues	\$175.00
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$519.34
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
NORTHWEST BEVERAGE	Contracted Service	\$28.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$81.99
OTTERTAIL POWER CO.	Utilities	\$2,432.36
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,762.06
PAYROLL	Wages	\$12,149.64
PLANX	Repairs & Maintenance	\$1,445.91
STONE'S MOBILE RADIO, INC.	Contracted Service	\$150.00
TRI-STATE DIVING	Contracted Service	\$334.10
TV BOOSTER CLUB	Grant Funds	\$305.50
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$217.35
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Telephone/Internet	\$35.01
VISSER TRENCHING, INC.	Contracted Service	\$9,020.00
GENERAL FUND TOTAL		\$42,778.87
NORTHVIEW BANK	Bond Principal/Interest	\$62,785.00
2012A BOND FUND		\$62,785.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$68.86
ARVIG	Telephone/Internet	\$113.29
BANKCARD CENTER	Operating Supplies	\$17.84
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$261.21
CORE & MAIN LP	Repairs & Maintenance	\$64.36
EFTPS-ONLINE	Payroll Taxes	\$811.18
FURTHER	Employee Benefit	\$150.45
HAWKINS, INC.	Repairs & Maintenance	\$567.00
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$131.38
MN DOR - SALES & USE TAX	Sales Tax	\$130.00
NCE-DOLLARS FOR SCHOLARS	Advertising/Donation	\$137.50
OTTERTAIL POWER CO.	Utilities	\$929.09
P.E.R.A. - SDR DIVISION	Employee Benefit	\$538.71
PAYROLL	Wages	\$2,740.30
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$78.03
USABLE LIFE	Employee Benefit	\$13.60

USABBLUEBOOK	Repairs & Maintenance	\$228.12
	WATER FUND TOTAL	\$7,158.03
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$68.86
ARVIG	Telephone/Internet	\$100.71
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$26.19
EFTPS-ONLINE	Payroll Taxes	\$811.17
FURTHER	Employee Benefit	\$150.44
J&R Water Utility Service	Contracted Service	\$390.00
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$131.37
NCE-DOLLARS FOR SCHOLARS	Advertising/Donation	\$137.50
OTTERTAIL POWER CO.	Utilities	\$103.51
P.E.R.A. - SDR DIVISION	Employee Benefit	\$538.72
PAYROLL	Wages	\$2,740.30
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$36.43
ULTEIG ENGINEERS, INC.	Professional Fee	\$3,611.00
USABLE LIFE	Employee Benefit	\$13.62
USABBLUEBOOK	Repairs & Maintenance	\$144.95
	SEWER FUND TOTAL	\$9,181.88
MN DOR - SALES & USE TAX	Sales Tax	\$817.00
	GARBAGE FUND TOTAL	\$817.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ALCOHOL/GAMBLING ENFORCEMENT	Buyers Card	\$40.00
ANDERS VALLEY PUBLISHING, LLC	Advertising	\$35.00
ARVIG	Telephone/Internet	\$349.35
BANKCARD CENTER	Operating Supplies	\$1,452.60
BERGSETH BROS.	Merchandise for Resale	\$1,516.60
BEVERAGE WHOLESALERS	Merchandise for Resale	\$226.50
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,615.68
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$443.00
COMMUNITY CO-OPS-Lake Park	Utilities	\$84.67
D-S BEVERAGES	Merchandise for Resale	\$9,431.30
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$49.68
EFTPS-ONLINE	Payroll Taxes	\$1,619.42
FURTHER	Employee Benefit	\$112.82
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$524.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$697.15
HENRY'S FOODS INC.	Merchandise for Resale	\$2,424.54
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$1,182.40
McKINNON COMPANY, INC.	Merchandise for Resale	\$4,006.90
MJM NYSETVOLD INC.	Contracted Service	\$455.23
MN CHILD SUPPORT & COLLECTION	Payroll Taxes	\$224.02
MN DOR - PAYROLL TAX	Payroll Taxes	\$236.65
MN DOR - SALES & USE TAX	Sales Tax	\$4,085.00
MOONSHINERS SNOWMOBILE CLUB, INC	Advertising	\$50.00
NANCY CROMPTON, OWNER	Merchandise for Resale	\$928.00
OTTERTAIL POWER CO.	Utilities	\$890.72
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$215.48
P.E.R.A. - SDR DIVISION	Employee Benefit	\$957.08
PAYROLL	Wages	\$6,658.87
PEPSI-COLA **	Merchandise for Resale	\$188.25
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,788.14
TODD'S LANDSCAPING	Contracted Service	\$13,500.00
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$71.09
USABLE LIFE	Employee Benefit	\$22.67
WAUBUN STEEL	Contracted Service	\$227.92
	LIQUOR FUND TOTAL	\$56,339.31
	DISBURSEMENT TOTAL	\$179,060.09

ULTEIG—Kris Carlson and Alex Ranz presented the preliminary engineering report for the proposed wastewater collection and treatment facility improvements. The current wastewater collection system was constructed in the 1960's and has been mostly rehabilitated and replaced with the last remaining original mains from Herold Court and out to the lift station. These pipes have been televised in both 2012 and 2021 showing deficiencies such as leaking, deteriorating materials, deformation, and fractures—all of which hinder the efficiency of the wastewater collection system. The existing water treatment plant was constructed in 1995 and the wastewater pumping station, liner, and structures are now showing signs of wear, experiencing failures, and a rising operating and maintenance costs to continue to function properly. Carlson reviewed alternatives to continuing with the project all of which were found to be the less viable options for the City moving forward. The proposed project would entail upgrading approximately 7,700 linear feet of sanitary sewer lines and making necessary improvements to rehabilitate the existing wastewater treatment facility for an estimated total cost of \$5,118,250.06. Ulteig will be submitting applications to both the USDA Rural Development and the MN Public Facilities Authority for possible project funding. Best case scenario the City would receive 20/80 loan to grant, with the likely option being closer to 40/60. Carlson recommended that should the City move forward with the project, updating a city wide user rate would be the best option for making payments towards the project. Councilmember Askelson motioned to accept and adopt the PER and Facility Plan and move forward with requesting project funding. Motion was seconded by Councilmember Bekkerus and the following resolution was passed.

RESOLUTION 2021—15

A RESOLUTION ADOPTING A TWIN VALLEY SANITARY SEWER COLLECTION AND TREATMENT FACILITY PRELIMINARY ENGINEERING REPORT AND FACILITY PLAN.

WHEREAS, the Minnesota Pollution Control Agency requires a city to develop and adopt a Facility Plan in order to be eligible for funding thru the Clean Water Revolving Fund; and

WHEREAS, the City of Twin Valley authorized Ulteig Engineers to prepare the Preliminary Engineering Report for Wastewater Collection and Treatment Facility; and

WHEREAS, the Twin Valley City Council feels it is important to plan for the future of its wastewater collection and treatment system.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF TWIN VALLEY:

The Preliminary Engineering Report for Wastewater Collection and Treatment Facility Improvements, available for review at City Hall, is hereby adopted.

Upon a roll call vote the following members voted in favor: Paul Bekkerus, Mike Bolton, Mike Lampton, Mark Askelson, and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 8th day of November, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Carlson estimated that at the very earliest the project construction would start in 2023. Also briefly discussed the possibility of including street paving in Herold Court onto the back of this project at a later date.

LIQUOR—Skaurud reported October gross sales of \$50,478.27 with ATM revenue of \$432.00. Year to Date profit is currently sitting at \$13,116.30 (cash basis). Updated Council on past and upcoming events. Hunting season sales are down minimally from 2020. Skaurud is working with Arvig to get the four-television system updated to internet television instead of cable. Skaurud has contemplated an option of switching to a dish provider for television services, but determined that best course of action would be to continue with Arvig. A 3% Credit Card surcharge has been added to CC sales in the Off-Sale only. The ATM fee has also been raised to \$3.50 per transaction. One of the bar cameras was relocated into the American Legion Pull-tab booth, a new camera will be installed in the bar with the cost being covered by the American Legion.

PUBLIC WORKS—Discussed the possibility of having an auction through Steffes Group, Inc. Mayor Fall asked the department heads if they would have any interest in selling old equipment through this method. Lampton, Askelson, and Skaurud all agreed that they would like to auction unused items. This would likely include the Fire Department Rescue Truck, the old street sweeper, a bucket attachment, and the liquor store oven. Fall will be in contact with Steffes to see what the City's next step should be.

ML/PB-m/s/p to approve bid from K&K towing to assist with snow removal for the City at a cost of \$85/hour. Askelson inquired about adding additional street lighting in the Herold Court S/Splash Park area. Will work with Otter Tail Power to see what the City's options would be.

EDA/PARKS—The EDA/Park committee is currently working on making updates and revisions to their Parks Priority Plan—will have the new draft available for the Council to review in December.

Clerk Johnson is still waiting on information in regards to having a survey done at the Rider’s Club for a possible Kayak launch—land deeds were giving to Ulteig prior to meeting with no other correspondence.

POLICE— Douville reported 40 calls for October. Requested Council permission to preliminarily open a full-time police officer position with the City. Current full-time office Matteson has a conditional offer for employment elsewhere and Douville would like to get a jump start on the recruitment process to fill the position. MB/MA-m/s/p to advertise the position. Briefly discussed city starting wages in the event they may need to be altered to secure a new officer. Wages will be discussed further at the upcoming budget meeting to review what the City can afford and if the wage scale needs to be adjusted once again.

FIRE/RESCUE— Lampton reported 1 fire call (mutual aid to Ada) and 14 rescue calls for October. Three firemen are signed up to participate in Fire Fighter I training this fall/winter. The rescue truck has had all emergency lighting removed and is ready to be sold, Lampton did agree to include this in a possible auction. Will make sure to advertise locally once plans for action are set. MB/MA-m/s/p to approve sending up to ten members of the fire department to regional training in Mahnomen in January. The Norman County Firemen’s meeting is scheduled to be held in the TV Community Center on Wednesday 11/10. Department is also planning another house burn training, which will likely happen in the spring.

FINANCIALS— Council given October financial statement for review. Fall questioned the Public Housing fund the City still holds. Was originally for a grant/loan program with the funding was first received. Clerk Johnson will look into any outstanding stipulations for the remaining funds and whether they continue to be restricted for a purpose. Council informed budget estimates and worksheets will be made available in the coming weeks to begin review for the 12/6 budgeting meeting.

NEW BUSINESS—Council given proposal from ArchiveSocial to archive the City Facebook page for \$249.88 per month. Council declined unanimously. MB/ML-m/s/p to approve Raffle/Fundraiser permit for the Twin Valley Rider’s club for 2022.

FYI/OTHER—Notice of public information meeting regarding the proposed new Norman County highway shop will be held on Monday, November 15, 2021 at 5:30PM for any interested parties. Census populations estimates for 2020 show Twin Valley population at 723 with total housing units of 405. Askelson noted that the household size is historically decreasing which is likely the cause for the population decrease and households increase.

Meeting adjourned 8:15PM, MB/MA-m/s/p.

Attest: _____

Signed: _____

RACHEL JOHNSON, CLERK TREASURER

BENJAMIN FALL, MAYOR

MONDAY, December 14, 2021

TRUTH IN TAXATION Hearing
Twin Valley Community Center – 6:30 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, Michael Bolton, Mike Lampton
OTHERS: Harold Allrich, Jason Douville

PURSUANT DUE TO CALL and notice thereof, the Twin Valley City Council held its Truth in Taxation Public Hearing on Monday, December 13, 2021 at 6:30 PM.

Mayor Fall opened the hearing inquiring if any residents of Twin Valley were in attendance to discuss the proposed levy for 2022. No questions or comments were placed. As no public comment was made in regards to the projected increase for the 2022 Levy, set at 10%, Mayor Fall called for a motion to adjourn meeting at 6:56 PM. MA/ML-m/s/p, hearing closed.

Attest: _____

Signed: _____

RACHEL JOHNSON, CLERK TREASURER

BENJAMIN FALL, MAYOR

REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, Michael Bolton, Mike Lampton
OTHERS: Harold Allrich, Connie Hamernik, Kerry Askelson, Jason Douville, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, December 13, 2021.

MONTHLY BUSINESS

Minutes—MA/ML-m/s/p to approve November minutes as written.

Disbursements—MB/ML-m/s/p to approve claims and payroll for a disbursement total of \$121,531.19, as detailed below.

VENDOR	DESCRIPTION	AMOUNT
2ND TO NONE SEPTIC SOLUTIONS, LLC	Contracted Service	\$753.47
A.F.L.A.C. WEST REGION	Employee Benefit	\$171.24
ADA BUILDING CENTER, INC.	Building Supplies	\$949.75
ANDERS VALLEY PUBLISHING, LLC	Advertising	\$133.17
ANDY FLYBERG	Deposit Reimbursement	\$210.98
ARAMARK UNIFORM SERVICES	Contracted Service	\$237.36
ARVIG	Telephone/Internet	\$581.32
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$292.23
BANKCARD CENTER	Operating Supplies	\$483.84
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
COMMUNITY CO-OPS-Lake Park	Utilities	\$2,196.85
EFTPS-ONLINE	Payroll Taxes	\$1,445.95
FURTHER	Employee Benefit	\$235.00
GERRY'S FOODS, INC	Operating Supplies	\$9.46
JOE DIEPENBROCK	Operating Supplies	\$16.11
JULIN LAW OFFICE, PLLC	Professional Fee	\$45.00
KRJB FM RADIO	Advertising	\$200.00
LUNDE BLADE & GRAVEL, LLC	Contracted Service	\$225.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$62.76
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MJM NYSETVOLD INC.	Contracted Service	\$614.01
MN DOR - PAYROLL TAX	Payroll Taxes	\$336.16
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
NORTHWEST BEVERAGE	Contracted Service	\$28.00
OFFICE OF THE SECRETARY OF STATE	Professional Fee	\$120.00
OTTERTAIL POWER CO.	Utilities	\$2,783.96
P.E.R.A. - SDR DIVISION	Employee Benefit	\$2,000.19
PAYROLL	Wages	\$13,570.11
PREMIUM WATERS	Contracted Service	\$10.69
RACHEL ANDERSON	Deposit Reimbursement	\$525.32
SANFORD HEALTH PLAN	Employee Benefit	\$4,151.18
STONE'S MOBILE RADIO, INC.	Repairs & Maintenance	\$581.21
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$231.72
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$100.00
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Telephone/Internet	\$483.00
WEBBER FAMILY MOTORS & QUICKLANE	Repairs & Maintenance	\$278.34
WES'S TRUCK INSPECTION & REPAIR	Repairs & Maintenance	\$385.00
GENERAL FUND TOTAL		\$35,277.15
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ADA BUILDING CENTER, INC.	Building Supplies	\$59.00
ARAMARK UNIFORM SERVICES	Contracted Service	\$68.86
ARVIG	Telephone/Internet	\$113.29
BANKCARD CENTER	Operating Supplies	\$29.26
CHOUNARD SERVICES	Repairs & Maintenance	\$183.93
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$302.52
EFTPS-ONLINE	Payroll Taxes	\$411.97
FURTHER	Employee Benefit	\$52.50
GERRY'S FOODS, INC	Operating Supplies	\$13.29
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$66.74
MN DOR - SALES & USE TAX	Sales Tax	\$63.00
OTTERTAIL POWER CO.	Utilities	\$1,070.78

P.E.R.A. - SDR DIVISION	Employee Benefit	\$273.57
PAYROLL	Wages	\$2,760.82
SANFORD HEALTH PLAN	Employee Benefit	\$1,096.90
SOFTLINE DATA, INC.	Operating Supplies	\$150.00
THEIN WELL CO. INC	Contracted Service	\$275.00
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$35.18
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$150.00
ULEN BUILDING SUPPLIES, INC	Repairs & Maintenance	\$141.00
USABLE LIFE	Employee Benefit	\$13.62
VERIZON WIRELESS	Telephone/Internet	\$65.84
	WATER FUND TOTAL	\$7,574.18
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$68.86
ARVIG	Telephone/Internet	\$100.71
CHOUNARD SERVICES	Repairs & Maintenance	\$183.92
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$135.51
EFTPS-ONLINE	Payroll Taxes	\$411.96
FURTHER	Employee Benefit	\$52.50
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$66.74
OTTERTAIL POWER CO.	Utilities	\$80.65
P.E.R.A. - SDR DIVISION	Employee Benefit	\$273.60
PAYROLL	Wages	\$2,760.82
SANFORD HEALTH PLAN	Employee Benefit	\$1,088.08
SOFTLINE DATA, INC.	Operating Supplies	\$150.00
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$28.49
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$150.00
ULEN BUILDING SUPPLIES, INC	Repairs & Maintenance	\$141.59
ULTEIG ENGINEERS, INC.	Professional Fee	\$1,300.00
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$65.84
	SEWER FUND TOTAL	\$7,249.98
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$11,813.50
MN DOR - SALES & USE TAX	Sales Tax	\$758.00
SOFTLINE DATA, INC.	Operating Supplies	\$40.50
	GARBAGE FUND TOTAL	\$12,612.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ARVIG	Telephone/Internet	\$348.48
BANKCARD CENTER	Operating Supplies	\$350.11
BERGSETH BROS.	Merchandise for Resale	\$5,184.50
BEVERAGE WHOLESALERS	Merchandise for Resale	\$226.50
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,869.16
CASH - CITY OF TWIN VALLEY	Starter Cash - Event	\$800.00
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$478.50
COMMUNITY CO-OPS-Lake Park	Utilities	\$248.95
CULINEX	Operating Supplies	\$54.13
DEANNE PETERICK	Operating Supplies	\$11.79
D-S BEVERAGES	Merchandise for Resale	\$10,460.65
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$56.96
EFTPS-ONLINE	Payroll Taxes	\$1,120.53
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$465.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$993.15
HENRY'S FOODS INC.	Merchandise for Resale	\$5,045.41
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$7,700.82
LORI J. SKAURUD	Operating Supplies	\$126.07
McKINNON COMPANY, INC.	Merchandise for Resale	\$1,050.45
MJM NYSETVOLD INC.	Contracted Service	\$102.70
MN CHILD SUPPORT & COLLECTION	Wages	\$121.82
MN DEPT. OF HEALTH	Professional Fee	\$490.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$179.48

MN DOR - SALES & USE TAX	Sales Tax	\$5,269.00
OTTERTAIL POWER CO.	Utilities	\$919.30
P.E.R.A. - SDR DIVISION	Employee Benefit	\$643.28
PAYROLL	Wages	\$8,082.14
SANFORD HEALTH PLAN	Employee Benefit	\$1,385.14
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,560.17
TV BOOSTER CLUB	Donation	\$50.00
TWEETON REFRIGERATION, INC.	Repairs & Maintenance	\$2,973.58
TWIN VALLEY POSTMASTER	Rental Fee	\$84.00
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$115.36
USABLE LIFE	Employee Benefit	\$22.67
LIQUOR FUND TOTAL		\$58,817.88
TOTAL DISBURSEMENTS		\$121,531.19

LIQUOR—Skaurud reported gross November sales at \$63,363.20 with an ATM revenue of \$597.50. Updated Council on the 3% Credit Card Surcharge for Off-Sale purchase, Skaurud will continue to monitor costs to see if this needs to be moved into the On-Sale as well. Sales for the hunting season were up roughly \$2,500 from the previous year. Update Council on previous and up coming events scheduled at the Liquor Store. TVLS will be open on New Years Day from Noon until 10:00 PM, to give Skaurud time to work on inventory for year end. The new door has been installed as well as the new fryer. Food sales are up \$1,000 compared to 2019 November sales. ACS is scheduled to switch everything to the new internet-based television service on Monday 12/20. Requested approval for two new hires, Savanna Gonzales as temporary custodian and Kelsey Shoemaker as part-time bartender. MB/MA-m/s/p.

Councilmember Bekkerus questioned the liquor store policy on minors, asking who would be responsible in the event a minor was served. Also asked to address the issue of minors in the bar past 8:00 PM. Skaurud suggested to update the policy to not allow anyone under the age of twenty-one (21) into the bar after 10:00PM. Reviewed state statues 340A for guidelines. MB/ML-m/s/p to update the current policy to state that anyone under the age of 18 must be accompanied by an adult, no minors under the age of 21 to remain in the building after 10:00PM. Minors are only to be in the establishment if they are consuming a meal, or watching live entertainment. A notice to all liquor store employees will be issued.

PUBLIC WORKS—Askelson has gathered all items for the auction and is taking what he can to Fargo on Tuesday 12/15/21. Public works items such as a large snow bucket, street sweeper, generator, and smaller items will be auctioned off. Askelson was in contact with an employee from Maguire iron to discuss options for the upcoming water tower painting, scheduled for spring/summer 2022. The skating rink has been cleared off at the new location and is ready to start being flooding. Benches were made for inside the building; rubber mats or rugs are still needed. Requested notice of opening for rink attendant be posted and published.

Councilmember Bekkerus question Askelson about snow removal efforts along 3rd St NW—a large patch of snow was left behind after initial plowing. It was noted that it is important for citizen to park off street during snow storms to aid with snow removal in these types of situations.

EDA/PARKS—Mark Askelson updated Council on EDA/Parks meeting. Askelson has received a request from a potential business in town for EDA startup funding through the revolving loan fund. Discussed opportunities through the UofM Crookston for Regional Sustainability and Development. Kris Haverkamp attended EDA meeting to pitch idea to lease the North Heiberg land area to expand his paintball operation, in return he would assist the city in making trails through the area. Some concerns were brought up addressing liability, and the comfort of campers in the park. No decision was made. An updated copy of the new Parks Priority Plan was distributed to Council, PB/ML-m/s/p to approve and offer Council support for the plan as written. Items such as updates to the City Playground, Heiberg Overlook Development, Kayak and Canoe Accesses, Repurposing the old skating rink and volleyball court and signage are a few of the priorities that the committees plan to move forward with over the next five years. A notice from the Twin Valley Gary Area Joseph Urdahl foundation to award to EDA/Parks committee \$10,000 towards the new skating rink project was received. Councilmember Bolton moved to accept the funding and express gratitude, motion seconded by Councilmember Lampton and the following resolution was passed.

RESOLUTION 2021—16

A RESOLUTION TO ACCEPT \$10,000 IN GRANT FUNDING FROM THE JOSEPH URDAHL FOUNDATION

WHEREAS, the Twin Valley EDA & Parks Committee has applied to the Twin Valley-Gary Area Community Fund/Joseph Urdahl Memorial Fund for \$10,000 to use towards the relocation of the City skating rink and said application was approved.

BE IT RESOLVED, that the City Council for the City of Twin Valley does hereby accept funding on behalf of the Twin Valley EDA & Parks Committee and express gratitude for the continued support for the Twin Valley Community projects.

Upon a roll call vote the following members voted in favor: Paul Bekkerus, Mike Bolton, Mike Lampton, Mark Askelson, and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 13th day of December, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Discussed options for having a survey completed on the Northwest Heiberg land. Clerk Johnson has contacted Ulteig with no response from the Survey team, as well as Nesset's out of Fargo who quoted between \$3,500 and \$5,000 depending on what the city specifically needed. Council asked that Nesset's be contacted again with the addition of possibly surveying the land Northeast of the River at the Rider's Club Arena for the previously discussed kayak launch area.

POLICE—Douville reported 53 calls for the month of November. Has received two applications for the full-time police officer position and is in the process of conducting interviews.

FIRE/RESCUE—Lampton reported 2 fire calls and 8 rescue calls. The departments pike pole is currently missing after assisting on a fire call in Mahnomen, Lampton may need to purchase a new one if it is not located. Discussed the auction of the Chevy rescue truck, it was determined after the sale that profits would likely be put into the department's equipment fund.

FINANCIALS—Council reviewed November financial statement with no questions addressed. Reviewed a list of interfund transfers to balance out bond repayment funds, negative fund balances, and create a new fund for American Rescue Plan funding for accounting purposes. MB/MA-m/s/p to approve the following transfers—\$41,254.06 from General to new ARP, \$33,767.30 from Water and \$18,182.39 from Sewer to 2019A Refunding Bond, \$55.28 from City Cemetery to Memorial Gardens, and \$25,000 from Liquor, \$10,000 from General Capital Projects, and \$18,381.91 from General to the Splash Park. Council reviewed outstanding General Fund budgeted disbursements for the purchase of investments and Capital Outlay. Clerk requested to use up to \$2,000 from budgeted Capital Outlay for general city purposes to purchase a new computer. MA/ML-m/s/p to approve. MB/ML-m/s/p to approve the purchase of the following investments with the remaining funds—

Fire Department	One Year CD	\$3,000.00
General Gov.	One Year CD	\$3,000.00
Public Works	One Year CD	\$4,000.00
Community Center	One Year CD	\$5,000.00
Parks Development	One Year CD	\$3,400.00
Rescue Squad	One Year CD	\$2,500.00
TOTAL		\$20,900.00

WAGES—An additional increase to the 2022 wage scale was discussed at length during the General Fund Budget work session held 12/6/21, at which time the Council budgeted an overall increase for employee wages at 5% for the 2022 fiscal year. PB/MA-m/s/p to make the official approval for all employee wages to be increased by 5% in 2022, with a 2.5% increase set for 2023 with the option on discussing further increases at a future budget session.

2022 LEVY & BUDGET— Having reviewed the General Fund budget previously, and hearing no public comments or concerns on the levy increase, Council Member Lampton motioned to set the 2022 Twin Valley Tax Levy as follows. Seconded by Council Member Askelson the following resolution was introduced.

RESOLUTION 2021—16

RESOLUTION ADOPTING THE 2022 TAX LEVY FOR THE GENERAL FUND, LONG TERM CAPITAL FUND AND THE 2019A GO UTILITY REVENUE AND REFUNDING BOND AND GENERAL FUND BUDGET FOR THE 2022 FISCAL YEAR

- WHEREAS,** the Twin Valley City Council has reviewed the current General Fund Budget, held a budget work session, and held a Truth in Taxation hearing to hear public comment on the proposed tax levy for the 2022 year; and
- WHEREAS,** the City Council had proposed a percentage increase of ten percent (10%) to be levied against the property's taxes, and after discussion will be kept at a 10% increase for a final General Fund levy amount of \$182,675.00 for the 2022 fiscal operating year; and
- WHEREAS,** the City of Twin Valley must certify the 2022 Final Levy to the Norman County Auditor and the State of Minnesota; and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Twin Valley, County of Norman, Minnesota, that the following proposed sums are to be levied for the 2022 collectible year, upon taxable properties in the City of Twin Valley, for the following purposes:

GENERAL FUND	\$ 182,675
2019A Utility Revenue & Refunding	\$ 22,000
LONG TERM CAPITAL FUND	\$ 10,000
TOTAL ADOPTED LEVY	\$ 214,675

THEREFORE, BE IT ALSO RESOLVED, the City of Twin Valley City Council hereby sets the General Fund budget for fiscal year 2022 with Revenues and Expenditures to balance at \$777,623.00.

Upon a roll call vote the following members voted in favor: Paul Bekkerus, Mike Bolton, Mike Lampton, Mark Askelson, and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 13th day of December, 2021.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

NEW BUSINESS—MB/PB-m/s/p to approve the following commercial licenses for the 2022 business year—

Community Coop	Tobacco	\$ 25.00
Twin Valley Municipal Liquor Store	Tobacco	\$ 25.00
	Amusement Machines (2)	\$ 50.00
	Card Table	\$ 5.00
	Pool Table	\$ 20.00
	Intoxicating - On Sale	\$ 750.00
	Intoxicating - Off Sale	\$ 100.00
	Sunday Liquor	\$ 100.00
	2AM	\$ 100.00
Parenteous Oof-Da Tacos, Inc	Vendor	\$ 25.00
Zion Lutheran Church	Fundraiser/Raffle	\$ 5.00
St. William Church	Fundraiser/Raffle	\$ 5.00
Flom Area Lions	Fundraiser/Raffle	\$ 5.00
Norman County East School Dist.	Fundraiser/Raffle	\$ 5.00
	Concession/Booth	\$ 5.00
NCE Dollars for Scholars	Fundraiser/Raffle	\$ 5.00
Twin Valley Lions Club	Fundraiser/Raffle	\$ 5.00
Wild Rice Conservation Club	Fundraiser/Raffle	\$ 5.00
Heritage Center	Fundraiser/Raffle	\$ 5.00
Twin Valley Fire Department	Fundraiser/Raffle	\$ 0.00
Twin Valley Community Booster's	Fundraiser/Raffle	\$ 5.00

DELINQUENT ACCOUNTS—Council given a list of outstanding utility billings and invoices for the year 2021. MB/ML-m/s/p to approve assessing the following delinquent accounts to the Norman County Auditor for collection on property taxes.

32-8364000	Kim Fox	112 Main Ave W (Bar)	\$312.18
32-8366000	Kim Fox	112 Main Ave W (Restaurant)	\$312.18
32-8374000	Sharla Little	211 Norman Ave NW	\$960.46
32-8720000	Josh & Lori Stish	202 4 th St SW	\$528.72
32-8542000	Melva Garza-Villanue	105 1 st St SE	\$484.22

ML/PB-m/s/p to not waive monetary tort limits on the 2022 Property/Casualty insurance through the League of Minnesota Cities.

FYI/OTHER—Distributed notice from the Emergency Medical Services Regulatory Board for Essentia Health, Ada for a new license to provide BLS and part-time ALS ambulatory services in Norman County.

MA/PB-m/s/p to adjourn, 8:25PM.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

END OF 2021 MINUTES