

MONDAY, January 10 2022 – TWIN VALLEY CITY COUNCIL
REGULAR & ORGANIZATIONAL MONTHLY MEETING
Twin Valley Community Center – 7:00 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Michael Bolton, Ben Fall Absent: Mike Lampton
OTHERS: Kerry Askelson, Adam Camp, Nate Dobmeyer, 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, January 10, 2022.

ADDITIONS TO THE AGENDA—PB/MA-m/s/p to approve two additions to the agenda—Turn in Poachers Gambling Request, Dobmeyer/The Warp Zone EDA loan request.

MONTHLY BUSINESS

Minutes—MA/MB-m/s/p to approve December minutes as written.
Disbursements—MB/MA-m/s/p to approve Claims from 12/14/2021 thru 01/10/2022 and Payroll periods 25 & 26 for 2021 for a total amount of \$160,224.33.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$401.18
AIRGAS USA, LLC	Rental Fee	\$142.68
ANDERS VALLEY PUBLISHING, LLC	Advertising	\$50.00
ARAMARK UNIFORM SERVICES	Contracted Service	\$374.23
ARVIG	Telephone/Internet	\$1,627.79
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$237.02
BANKCARD CENTER	Operating supplies	\$2,268.30
BELLBOY CORPORATION	Merchandise for Resale	\$391.00
BERGSETH BROS.	Merchandise for Resale	\$4,130.35
BEVERAGE WHOLESALERS	Merchandise for Resale	\$367.80
BNG TECHNOLOGIES, LLC	Contracted Service	\$400.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,474.83
CASH - CITY OF TWIN VALLEY	Employee Benefit	\$675.00
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$388.50
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$314.52
COMMUNITY CO-OPS-Lake Park	Utilities	\$3,458.76
CULINEX	Capital Outlay	\$994.13
DEL SCHNABEL	Utility Refund	\$92.98
D-S BEVERAGES	Merchandise for Resale	\$10,513.44
EFTPS-ONLINE	Payroll Taxes	\$9,667.42
FRANCOTYP-POSTALIA, INC.	Postage Machine	\$444.00
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$6,028.15
FURTHER	Employee Benefit	\$1,013.88
GERRY'S FOODS, INC	Operating supplies	\$48.83
GOODIN COMPANY	Repairs & Maintenance	\$734.74
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$377.50
HAWKINS, INC.	Repairs & Maintenance	\$2,245.65
HEGGIES PIZZA, LLC	Merchandise for Resale	\$507.00
HENRY'S FOODS INC.	Merchandise for Resale	\$3,205.44
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$240.62
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$2,511.55
K & K TOWING	Snow Removal	\$467.50
KRJB FM RADIO	Advertising	\$249.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$46.42
MATRIX TRUST COMPANY	Employee Benefit	\$200.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$1,672.40
MJM NYSETVOLD INC.	Contracted Service	\$767.46
MN CHILD SUPPORT & COLLECTION	Wages	\$121.82
MN DOR - PAYROLL TAX	Payroll Taxes	\$1,914.74
MN DOR - SALES & USE TAX	Sales Tax	\$5,715.00
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Grant	\$14,245.74
NORMAN CO. SHERIFF'S OFFICE	Contracted Service	\$3,748.00

NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
OFFICE SUPPLIES PLUS*	Operating supplies	\$560.79
OTTERTAIL POWER CO.	Utilities	\$6,151.75
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$107.80
P.E.R.A. - SDR DIVISION	Employee Benefit	\$9,509.08
PAYROLL	Wages	\$26,374.90
PREMIUM WATERS	Contracted Service	\$19.69
RHODA HABEDANK	Entertainment	\$250.00
RMB ENVIRONMENTAL LABS, INC.	Repairs & Maintenance	\$79.00
SANFORD HEALTH PLAN	Employee Benefit	\$3,860.65
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$3,323.10
TEAM LABORATORY CHEMICAL, LLC	Repairs & Maintenance	\$990.00
TWEETON REFRIGERATION, INC.	Repairs & Maintenance	\$585.98
ULTEIG ENGINEERS, INC.	Contracted Service	\$1,941.00
UNITED VALLEY BANK	CD Purchase	\$20,900.00
USABLE LIFE	Employee Benefit	\$71.34
VERIZON WIRELESS	Telephone/Internet	\$274.38
VINOCOPIA, INC.	Merchandise for Resale	\$199.50
DISBURSEMENT TOTAL		\$160,224.33

LIQUOR—Skaurud reported gross sales for December of \$53,090.15 with an ATM revenue of \$346.50. Reviewed past and upcoming events held at the Liquor Store. Updated Council on the new Internet Television install, appears to be working ok, no charges for installation were on previous billing. Food sales have been good, there is not much data to compare to 2020 sales due to the COVID pandemic. Year end 2021 sales comparison sheets presented for review. With the addition of the patio and a transfer of \$25,000 to the general fund, the liquor store year end 2021 financials still look positive. Skaurud is also looking into bringing the popcorn machine back online Friday and Saturday evenings as soon as product is available for purchase.

PUBLIC WORKS—Employees have been working hard at snow removal recently, will be sanding and addressing sidewalks as soon as time allows. Skating rink is looking acceptable, will be flooding another layer of ice to smooth. Discussion on hiring a skating rink attendant. Clerk expressed concern over having no attendant for the splash park, and the necessity of a rink attendant. Askelson suggested it would be nice to have someone to turn lights on and off and shovel off the sidewalks. Council agreed. Clerk will have employment advertisement posted on City Website and Facebook page to look for any interest. Askelson asked about rubber flooring for the building. There are currently rubber mats at the old warming house that are still acceptable for use. Will work on bringing those as well as the City's skates to the new building this week. Will also be looking into buying new additional rubber flooring for the building. MA/PB-m/s/p to approve spending up to \$1,000 of Urdahl grant funding to go towards this. Mark Askelson estimates the amount of grant funding needed for the rink lining and other equipment will be around \$7,000. Brief discussion of a couple issues in the water treatment facility in regards to chemical feeds was discussed, Askelson has already made all necessary repairs and the plan appears to be working in good condition. Currently the garage door remote at the rescue building is not functioning from outside the building, Askelson was asked to look into having an external antenna installed.

EDA/PARKS—Mark Askelson, on behalf of the EDA, requested Council approval to issue a \$10,000 to Nathan Dobmeyer for the startup of a new business on Main Ave W—The Warp Zone. The \$10,000 will go towards the purchase of inventory and operating equipment. Items purchased previously and newly purchased items are to be used as security for the loan. The EDA previous approved issuing Dobmeyer \$10,000 towards this project with a 5-year term at 4.25% annual interest rate (1% above prime), with a 6-month repayment deferral. The committee also agreed that should the business on Main Ave close before the loan period is complete the term on the loan will be shortened to 2 years. Councilmember Bolton motioned to approve issuing the loan with the terms suggested, motion seconded by Councilmember Bekkerus and the following resolution was adopted.

RESOLUTION 2022-01

RESOLUTION TO APPROVE AN ECONOMIC DEVELOPMENT AUTHORITY LOAN TO NATHAN DOBMEYER FOR THE OPERATION AND START UP OF NEW BUISNESS IN TWIN VALLEY

WHEREAS, Nathan Dobmeyer has applied for a \$10,000 loan from the Twin Valley Economic Development Authority (EDA) and the City of Twin Valley for the start up and operation of a new business to be located in Twin Valley at 122 Main Ave W (The Warp Zone), and

WHEREAS, the requested funding will be used to purchase operating supplies, to also be used as collateral against the loan funds.

THEREFORE, BE IT RESOLVED, the City of Twin Valley City Council does hereby approve a loan of \$10,000, at a percentage (1%) over prime rate for a payment period of five (5) years, deferred for six (6) months to Nathan

Dobmeyer/The Warp Zone, for the purpose of business startup, purchase of operating equipment/supplies and expenses based on the recommendation of the Twin Valley EDA to approve.

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 10th day of January, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Clerk Johnson will be in contact with the city attorney to have loan and security documents drafted and will work with Dobmeyer to complete as needed. Councilmember Askelson questioned what the original amount of funding the EDA had received to start the loan pool was, which was currently unknown.

POLICE—December activity report was unavailable at the time of meeting however, Douville reported that calls were down from the previous December, presumably due to the frigid temperatures. Officer Matteson’s last day with the City was 12/25/2021, Council approval requested to pay out remaining vacation hours of 85.5 and one-third of sick hours of 98.34 for a total of 183.84 hours. MA/MB-m/s/p to approve. Douville requested Council approval to offer FT Officer Candidate, Adam Camp, the position starting at top pay for the position, \$22.97 per hour with an additional \$25.00 per day on call benefit. Camp is currently a part-time police officer with another city and is POST licensed. Douville has completed the full background check on Camp, and is currently waiting on the psychological evaluation. MA/PB-m/s/p to approve the offer conditional on receiving passing results for the psych evaluation. Clerk will draft offer letter for Camp, the City will request approval in writing if accepted to begin employment.

The City’s current Joint Powers Agreement (JPA) and Court Amendment with the State of Minnesota Bureau of Criminal Apprehension for both the police department and the city attorney will be expiring soon. To continue working in partnership with the BCA, new agreements need to be executed and by law (Minn. Stat. §412.201), the JPA and Court Amendment must be approved by the City Council. With this in mind, Councilmember Askelson motioned to approve the State of Minnesota Joint Powers Agreements as presented, motion seconded by Councilmember Bolton, the following resolution was passed.

RESOLUTION 2022-02
RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF TWIN VALLEY ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT

WHEREAS, the City of Twin Valley, on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State’s criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five-year life of the agreement and obligates the City to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Twin Valley, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Twin Valley, on behalf of its Prosecuting Attorney and Police Department, are hereby approved.
2. That the Police Chief-, Jason Douville, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City’s connection to the systems and tools offered by the State.
3. That the Norman County Attorney-, James Brue, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City’s connection to the systems and tools offered by the State.
4. That Benjamin Fall, the Mayor for the City of Twin Valley, and Rachel Johnson, the City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

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 10th day of January, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Discussed issues with continual parking on city streets and snow removal. The Twin Valley City Ordinance 71.04(c) states that ‘During a declared snow emergency or after two inches or more of snow have accumulated, no motor vehicle shall be left parked on any street or public way in the city until the declared emergency is canceled or, if no emergency is declared, until the street is cleared on both sides of accumulated snow.’ Clerk Johnson and Chief Douville requested to purchase a handful of street signs to place in high traffic areas (Main Ave, emergency and/ or designated truck routes) to help alert the public to this ordinance. Councilmember Bolton suggested up to 10 signs be purchased and placed as needed.

FIRE/RESCUE—Bekkerus reported 0 fire calls and 12 rescue squad calls for the month of December. Was unsure if any members of the department would be going to Mahnomen for training. Discussed the final sale price of the 1997 Chevy from the Steffes Auction—\$35,500. After the commission is taken, the city will receive \$42,150 total from all sales. A check had already been printed and mailed to the City, however was returned to sender due to the address not including the city Post Office box, it will be sent out again corrected. Once received it was asked that the Clerk compile a list for the Council to review for possible reserves.
MB/MA-m/s/p to approve 2021 Fire and Rescue hours totaling 1591.25, gross wages of \$18,028.87.

2021 YEAR END FINANCIALS—CTAS financial statement for the year 2021 was distributed to Council for review and approval. Fall noted that fund balances and reserves look positive. MA/PB-m/s/p to approve unaudited financials as presented.
2021 Audit Engagement Letter from Hoffman, Philipp, & Martell, PLLC received and approved MB/MA-m/s/p.
MB/MA-m/s/p to approve voided/cancelled/destroyed checks list for the 2021 year.

NEW BUSINESS—PB/MA-m/s/p to approve LG230 Application to Conduct Off-Site Gambling to Turn in Poachers for an event being held on 01/29/2022 at the Twin Valley Community Center.

2022 ORGANIZATIONAL BUSINESS— Council was presented with a list of necessary declarations for the 2022 Fiscal Year. Mayor Fall inquired about changing the monthly meeting time to 6:30PM. Concerns were discussed with changing the EDA/Parks meeting time to accommodate, no action was taken. Councilmember Bolton motioned to approve organizational declarations as presented, seconded by Councilmember Askelson the following resolution was introduced.

RESOLUTION 2022—03
CITY OF TWIN VALLEY 2022 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 2022 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 2022 publications.

DESIGNATED POLLING PLACE— The City Council of the City of Twin Valley does hereby designate the Norman County Court House as the official designated polling place for the City of Twin Valley, as a mail in voting district.

2022 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, TAMMY CARLSRUD
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 2022 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 transitioning into the Wild Rice Agency, 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 10th day of January, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

2022 FEE SCHEDULE—Councilmember Askelson motioned to introduce the following resolution to set the City fee schedule for 2022. Motion was seconded by Councilmember Bekkerus and the following resolution was passed.

RESOLUTION 2022—04

A RESOLUTION TO ADOPT THE FOLLOWING LIST OF CITY FEES AND CHARGES FOR THE CITY OF TWIN VALLEY FOR THE 2022 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 2022:

Administration	
NSF Check Fee	\$35.00
Assessment Search, Police Report, Ordinance copies, Utility History	\$10.00
Data Request requiring research/compilation	\$25.00/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
RV Park Camping Nightly	\$25.00
RV Park Camping Weekly	\$100.00
Heiberg 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
	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 10th day of January, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

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

RESOLUTION 2022—05

RESOLUTION TO ASSIGN THE COMMITMENT OF THE CITY RESERVES FOR THE 2022 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	Reserved Fund	Amount
9195	2012A Bond	\$5,152.64
10388	2012A Bond	\$37,126.60
63012	Community Center	\$27,231.00
63113	Community Center	\$5,000.00
11811	EDA	\$12,740.40
11812	EDA	\$6,354.26
11964	Fire Department	\$3,054.48
12586	Fire Department	\$1,043.85
12587	Fire Department	\$1,299.19
21932	Fire Department	\$10,915.28
22019	Fire Department	\$8,305.35
22109	Fire Department	\$8,661.86
22211	Fire Department	\$8,296.02
22257	Fire Department	\$8,230.48
63011	Fire Department	\$26,237.00
63110	Fire Department	\$3,000.00
7528	General Fund	\$49,452.88
9192	General Fund	\$5,152.64
10043	General Fund	\$11,209.53
10045	General Fund	\$7,104.27
10375	General Fund	\$9,030.02
10984	General Fund	\$41,669.76
11644a	General Fund	\$3,866.51

11755	General Fund	\$12,698.23
12422	General Fund	\$20,744.75
12423	General Fund	\$26,676.58
62868	General Fund	\$7,578.56
63111	General Fund	\$3,000.00
10841	Liquor Fund	\$10,381.03
11400	Liquor Fund	\$14,288.79
307425471	Liquor Fund	\$50,143.61
62675	Parks Fund	\$10,210.72
63114	Parks Fund	\$3,400.00
12424	Public Works	\$33,079.38
62714	Public Works	\$20,524.75
62866	Public Works	\$20,209.51
63112	Public Works	\$4,000.00
12501	Rescue	\$861.01
12524	Rescue	\$911.56
12538	Rescue	\$1,001.46
21925	Rescue	\$521.12
22121	Rescue	\$1,965.44
22301	Rescue	\$2,716.01
63010	Rescue	\$5,020.00
63115	Rescue	\$2,500.00
		\$522,566.53

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 10th day of January, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

2022 BUSINESS LICENSES—MB/PB-m/s/p to approve fundraiser/raffle permits for the Wild Rice Peacemakers and the Moonshiners Snowmobile Club for the 2022 business year.

Meeting Adjourned at 8:15PM, MB/PB-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

**MONDAY, February 14, 2022 – 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, Mark Altenberg

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, February 14, 2022. Mayor Fall called the meeting to order at 7:00PM.

ADDITIONS TO THE AGENDA—Councilmember Bekkerus requested to add the City Snow & Ice Removal Policy to the agenda for discussion. MA/ML-m/s/p to approve addition.

MONTHLY BUSINESS—ML/PM-m/s/p to approve the minutes as written for January. MB/MA-m/s/p to approve claims from 01/11/2022 through 02/14/2022 and payroll periods 1, 2, and 3 for a disbursement total of \$274,924.77.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$ 359.97
ADA BUILDING CENTER, INC.	Repairs and Maintenance	\$ 272.81
ALCOHOL/GAMBLING ENFORCEMENT	Licensing	\$ 1,000.00

ALPHA TRAINING AND TACTICS, LLC	Operating Supplies	\$ 1,181.49
AMAZON	Operating Supplies	\$ 123.30
ANDERS VALLEY PUBLISHING, LLC	Publishing	\$ 407.28
ARAMARK UNIFORM SERVICES	Contracted Service	\$ 561.12
ARVIG	Telephone/Internet	\$ 1,105.13
BANKCARD CENTER	Operating Supplies	\$ 1,877.79
BERGSETH BROS.	Merchandise for Resale	\$ 1,110.50
BEVERAGE WHOLESALERS	Merchandise for Resale	\$ 610.50
BNG TECHNOLOGIES, LLC	Contracted Service	\$ 200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$ 2,601.84
BREMER BANK	Debt Payment/Interest	\$ 93,890.50
CASH - CITY OF TWIN VALLEY	Starter Cash	\$ 1,500.00
CNH INDUSTRIAL ACCOUNTS	Loader Lease	\$ 18,086.10
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$ 652.50
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$ 209.68
COMMUNITY CO-OPS-Lake Park	Utility	\$ 4,071.36
D-S BEVERAGES	Merchandise for Resale	\$ 8,002.50
DVS RENEWAL	Licensing	\$ 96.25
EFTPS-ONLINE	Employee Benefit	\$ 14,199.44
ELECTRO WATCHMAN, INC.	Contracted Service	\$ 159.99
FARGO GLASS & PAINT CO.	Capital Assets	\$ 3,820.00
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$ 5,836.85
FURTHER	Employee Benefit	\$ 1,777.76
GALLS, LLC*	Uniforms	\$ 1,187.97
GERRY'S FOODS, INC	Operating Supplies	\$ 34.67
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$ 194.50
HAWKINS, INC.	Operating Supplies	\$ 118.35
HEGGIES PIZZA, LLC	Merchandise for Resale	\$ 633.95
HENRY'S FOODS INC.	Merchandise for Resale	\$ 3,049.13
JOHN DEERE FINANCIAL	Repairs and Maintenance	\$ 383.58
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$ 3,292.41
JULIN LAW OFFICE, PLLC	Professional Fee	\$ 348.75
K & K TOWING	Contracted Service	\$ 977.50
KIESLER POLICE SUPPLY	Operating Supplies	\$ 882.00
LEAGUE OF MINNESOTA CITIES	Training/Registration	\$ 820.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$ 46.42
MATRIX TRUST COMPANY	Employee Benefit	\$ 300.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$ 4,129.55
MICHAEL ASKELSON	Repairs and Maintenance	\$ 1,334.28
MJM NYSETVOLD INC.	Contracted Service	\$ 245.65
MN CHILD SUPPORT & COLLECTION	Wages	\$ 182.73
MN DOR - PAYROLL TAX	Payroll Taxes	\$ 2,453.58
MN DOR - SALES & USE TAX	Sales Tax	\$ 5,552.00
MN PUBLIC FACILITIES AUTHORITY	Debt Payment/Interest	\$ 1,404.20
MN RURAL WATER ASSN.	Training/Registration	\$ 250.00
MN STATE COMM & TECH COLLEGE	Training/Registration	\$ 3,255.00
NATHAN DOBMEYER	EDA Loan	\$ 10,000.00
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$ 550.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$ 69.42
OTTERTAIL POWER CO.	Utility	\$ 5,928.49
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$ 213.61
P.E.R.A. - SDR DIVISION	Employee Benefit	\$ 10,706.22
PAYROLL	Wages	\$ 45,252.77
PEPSI-COLA **	Merchandise for Resale	\$ 194.70
PREMIUM WATERS	Contracted Service	\$ 19.69
PRESTIN DOUVILLE	Contracted Service	\$ 50.00
RACHEL JOHNSON	Reimbursement/Professional Fee	\$ 40.00
SANFORD HEALTH PLAN	Employee Benefit	\$ 2,935.41
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$ 832.25
TWIN VALLEY FIRE DEPT.	Donation Transfer	\$ 1,720.00
TWIN VALLEY HARDWARE	Repairs and Maintenance	\$ 582.57
ULEN BUILDING SUPPLIES, INC	Repairs and Maintenance	\$ 345.85

UNITED VALLEY BANK	Professional Fee	\$	20.00
USABLE LIFE	Employee Benefit	\$	60.30
VERIZON WIRELESS	Telephone/Internet	\$	415.61
VINOCOPIA, INC.	Merchandise for Resale	\$	141.00
VOL. FIREFIGHTER'S BENEFIT ASSN-MN	Employee Benefit	\$	56.00
Disbursement Total		\$	274,924.77

OLD BUSINESS—Discussed final settlement from Steffes Group, Inc. for the auction of miscellaneous old City owned equipment. Breakdowns of income for each department were given to Council for review. The final total received by the city was \$39,864.00. ML/MA-m/s/p to approve moving \$32,660 into truck reserves, as well as combining existing CDs for fire equipment/truck to create one CD for \$50,000. This will be done in June once the currently held CDs have reached maturity.

LIQUOR—Skaurud reported gross sales for January of \$47,858.21 with an ATM revenue of \$518. Cash-basis accounting shows a profit of \$3,322.61 as of 01/31/2022. January 2022 sales compared to January 2021 were up roughly \$10,000—taking into account the closure of on sale sales for a portion of January 2021 due to Covid restrictions. Updated Council on previous and upcoming events to be held at the Liquor Store. Reported a boiler pipe was broken in the ceiling of the building due to freezing. This pipe itself has been repaired, Skaurud is working with Clerk Johnson and the city's property insurance to get the ceiling repaired. Skaurud is also looking to purchase a new utility sink to have installed in the existing utility room to aid in cleaning the new fryer. A large cabinet is also being made to hold supplies for the American Legion that will be displaced in the installation of this sink area. Skaurud is hopeful the American Legion will be will to reimburse a portion the cost the City has incurred to have this storage unit built and installed (roughly \$500 or less). Skaurud gave council a rundown of possible improvements she is considering for the upcoming year to include update/replacement of old tables, removal of partial wall inside building, addition of gutters and resurfacing parking lot area. Councilmember Askelson requested to address failed compliance check he was made aware of prior to meeting. The Twin Valley Police Department previously conducted a liquor and tobacco sales compliance check which was failed. Skaurud has addressed this issue with her employees and is working on lining up alcohol training for bartenders to include extra training from Police Chief Douville in regards to fake identification cards. Briefly discussed upgrading video surveillance to have better coverage of the parking lot area.

PUBLIC WORKS—The large snow plow is currently down with no blower motor. Parts should be available Tuesday 02/15 for Askelson to make repairs—currently making due with 550 and loader tractor. If the winds stay down, public works crews plan to put more sand salt mixture down to help with ice. K&K towing approached Councilmember Lampton in regards to an alleged issue with public works crews not pushing large piles of snow as expected. Askelson was unaware of any issues as he was not contacted by anyone with concerns. Askelson expressed concerns over skating rink/splash park building. Recently the doors have been left open, as well as other issues with unsupervised children. A suggestion to have door closers installed was heard. Askelson also requested an officer make a nightly check on the building to make sure everything is secured. No interest has been received in the open rink attendant position.

SNOW REMOVAL POLICY—Councilmember Bekkerus addressed concerns with the current city snow and ice removal policy, expressing he feels the policy is not being followed. Suggested if public works crews, specifically naming Askelson, are not going to follow it there is no reason to have it. Bekkerus' specific concern was in regards to the sidewalks not being cleared between the Norman County East School and the Prairie Dental building. In previous years this was cleared by the school, which is no longer being done. Current policy (which was not available to all Council members due to being an agenda addition) states the following—*"The Public Works Dept. will maintain some of the sidewalks in the City to provide clear walks and pedestrian safety for the youth and citizens of our community. The sidewalks include, but are not limited to, the sidewalks along Trunk Highway 32, County Road 29 and those state aid roads within the corporate limits of Twin Valley. As there are a limited number of personnel available, the city will maintain these sidewalks after the streets have been plowed."* Askelson expressed lack of time and man power and that often this is not completed because the snow and ice from plowing is too hard and will damage city equipment, Councilmember Bolton voiced support for Askelson's decision. Councilmember Lampton asked about utilizing seasonal employee Fred Thornton for snow removal. It was addressed that previous councils have had issue with extra hours being accumulated by the public works department, which Askelson was trying to avoid. Discussion on whether the removal of snow from public/private sidewalks should be the responsibility of the city. According to city ordinance it is the responsibility of the property owner. Discussed complaints of snow/ice covered sidewalks be taken as nuisance complaints and handled by the police department, no different than other nuisance property issues. After much heated discussion, it was decided that this matter needs to be discussed at a future meeting once all members of the council have had a chance to review policy and ordinances. MA/ML-m/s/p to table for March meeting.

Mayor Fall questioned repair billing for public works truck. Askelson explained it was for a new intake and to fix an antifreeze leak.

EDA/PARKS—Mark Askelson reported on meeting held prior to council. Megan Anderson pitched a new app for smart phones that she is working to develop which would operate as a platform for local news and events. It was felt that this would be a nice tool to use county wide instead of just for the City of Twin Valley. Askelson will be taking this to the County EDA to discuss. Question was asked about bowling alley, no one has heard anything since December, at which time the new owners were working on making it operational again.

POLICE—Douville reported 50 calls for January. Calls for February have been up. Has been working on making updates to the police information on the city website, to include more information and forms citizen may find handy. Officer Camp is currently working his first week alone, Douville has no concerns at this time.

FIRE/RESCUE—Lampton reported 2 fire and 11 rescue calls. Is looking into different compressor options for the new rescue truck. Will have quotes for the purchase of new pagers at a future meeting, some members of the department are still having issues with older models. Requested permission to send 3 members of the department of Pump Operation class in Detroit Lakes, PB/MA-m/s/p to approve sending up to 6 members if there is additional interest. Brief discussion on purchasing new jackets for the department, in previous years the city has paid for embroidery. No opposition to continuing this tradition was heard.

FINANCIALS—January statement of receipts and disbursements for all funds distributed to council for review. No questions or concerns addressed. Auditor will be at the office on Wednesday.

NEW BUSINESS—ML/MA-m/s/p to approve fundraiser/raffle permit for the Norman County East Trap Club for the 2022 year. PB/MB-m/s/p (M. Askelson abstained) to approve the purchase of advertising in the spring, fall, winter KRJB sports guide for \$590.00 from the Twin Valley Liquor Store. MA/PB-m/s/p to approve donation of \$100.00 booster bucks to the NCE Post Prom Committee, from the EDA.

Meeting adjourned at 8:12PM MA/PB-m/s/p

Attest: _____

Signed: _____

RACHEL JOHNSON, CLERK TREASURER

BENJAMIN FALL, MAYOR

MONDAY, March 14, 2022 – 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, March 14, 2022. Mayor Fall called the meeting to order at 7:00PM.

ADDITIONS TO THE AGENDA— MA/PB-m/s/p to add LMC Loss Control training request to the agenda.

MONTHLY BUSINESS—ML/MA-m/s/p to approve February minutes as written. MB/ML-m/s/p to approve claims between 02/15/2022 and 03/14/2022 and payroll periods 4 & 5 for a total of \$192,811.06.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$ 359.97
ADA BUILDING CENTER, INC.	Repairs & Maintenance	\$ 73.98
ARAMARK UNIFORM SERVICES	Contracted Service	\$ 245.06
ARVIG	Telephone/Internet	\$ 1,102.69
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$ 149.84
BANKCARD CENTER	Operating Supplies	\$ 2,039.02
BERGSETH BROS.	Merchandise for Resale	\$ 6,646.65
BNG TECHNOLOGIES, LLC	Contracted Service	\$ 200.00
BOUND TREE MEDICAL LLC	Operating Supplies	\$ 91.78
BREAKTHRU BEVERAGE	Merchandise for Resale	\$ 1,922.44
BUREAU OF CRIM. APPREHENSION	Contracted Service	\$ 780.00
CHOUNARD SERVICES	Professional Service	\$ 635.00
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$ 511.50

COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$ 209.68
COMMUNITY CO-OPS-Lake Park	Utility	\$ 4,184.52
DAKOTA PLUMBING	Contracted Service	\$ 342.50
D-S BEVERAGES	Merchandise for Resale	\$ 16,068.77
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$ 59.24
EFTPS-ONLINE	Payroll Taxes	\$ 6,642.86
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$ 5,883.45
FURTHER	Employee Benefit	\$ 1,084.77
GERRY'S FOODS, INC	Operating Supplies	\$ 81.84
GOODIN COMPANY	Repairs & Maintenance	\$ 265.83
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$ 288.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$ 457.75
HENRY'S FOODS INC.	Merchandise for Resale	\$ 5,583.38
ILLINOIS CASUALTY COMPANY	Insurance Premium	\$ 4,192.00
JENS ANDERSON	Entertainment	\$ 300.00
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$ 22.74
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$ 4,688.06
KRJB FM RADIO	Advertising	\$ 125.00
LEAGUE OF MN CITIES INS TRUST	Insurance Premium	\$ 60,214.00
LORI J. SKAURUD	Operating Supplies	\$ 24.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$ 74.12
MARK ASKELSON	Travel Reimbursement	\$ 377.10
MATRIX TRUST COMPANY	Employee Benefit	\$ 200.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$ 2,442.70
MED COMPASS	Contracted Service	\$ 1,780.00
MJM NYSETVOLD INC.	Professional Service	\$ 60.00
MN CHILD SUPPORT & COLLECTION	Wages	\$ 60.91
MN DEPT. OF HEALTH	Professional Fee	\$ 3,713.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$ 1,307.13
MN DOR - SALES & USE TAX	Sales Tax	\$ 5,147.00
MN LICENSED BEVERAGE ASSN.	Dues	\$ 360.00
NORMAN CO. AUDITOR/TREASURER	Professional Fee	\$ 300.00
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Service	\$ 550.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$ 69.38
OTTERTAIL POWER CO.	Utility	\$ 7,175.26
P.E.R.A. - SDR DIVISION	Employee Benefit	\$ 6,615.43
PAYROLL	Wages	\$ 27,605.06
PREMIUM WATERS	Contracted Service	\$ 10.69
SANFORD HEALTH PLAN	Employee Benefit	\$ 4,176.25
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$ 2,305.69
TV BOOSTER CLUB	Donation	\$ 100.00
TWEETON REFRIGERATION, INC.	Repairs & Maintenance	\$ 254.41
TWIN VALLEY FIRE DEPT.	Donation	\$ 720.00
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$ 401.91
USABLE LIFE	Employee Benefit	\$ 65.82
VERIZON WIRELESS	Telephone/Internet	\$ 274.38
VISSER TRENCHING, INC.	Contracted Service	\$ 979.00
VOL. FIREFIGHTER'S BENEFIT ASSN-MN	Employee Benefit	\$ 209.00
Disbursement Total		\$ 192,811.06

LIQUOR—Skaurud reported gross sales of 48,182.48, ATM revenue \$462 for February. Updated council on previous and upcoming events. There will be live music on Saturday 3/19 for St. Patrick's Day along with a meat raffle. Bartenders will be attending an alcohol awareness training on Sunday 3/20/22, Douville will also be in attendance with information on state ID cards. The ceiling that was damaged by a broken pipe is being fixed for under the insurance deductible amount. A new sink and counter area have been ordered for the back room. Update on the patio—the fencing is in and will be installed this spring. Skaurud has also contacted the contractor in regards to chipping on the fire pit bricks. ML/MA-m/s/p to renew membership with the Minnesota Licensed Beverage Association for \$360.00.

PUBLIC WORKS—Council distributed copies of the current snow removal policy, ordinance references, and suggested changes from the Clerk. Clerk Johnson suggested changing the language to include reference to the ordinance, as well as specifying the city sidewalk area the city would take responsibility for—limiting it to the main business district. Language was also suggested to add that sidewalks would be completed only as time allows. Councilmember Bekkerus requested the policy stay the same, asking that special attention be paid to the 3rd block on Main Ave W, near the school. Discussion in regards to ordinance referencing clearing the sidewalks and homeowner responsibility. Councilmember Bolton expressed concern over elderly community members not being able to clear the snow. Councilmember Askelson noted that many other towns require property owners to be responsible for their adjacent sidewalks. MB/ML-m/s/p to update policy as follows— (...) *SIDEWALKS***
The owner and the occupant of any property adjacent to a public sidewalk shall use diligence to keep the walk safe for pedestrians. No owner or occupant shall allow snow, ice, dirt or rubbish to remain on the walk longer than 24 hours after its deposit thereon. (Ord. 92.01 (b)(1))
The Public Works Dept. will maintain some of the sidewalks in the City to provide clear walks and pedestrian safety for the youth and citizens of our community. The sidewalks include, but are not limited to, the sidewalks along Trunk Highway 32, County Road 29 and those state aid roads within the corporate limits of Twin Valley. As there are a limited number of personnel available, the city will maintain these sidewalks after the streets have been plowed, and as time allows.

Discussed sewer and water issue at Councilmember Lampton’s residence. Hoping to work with Kerry and the City engineers to find a solution to the constant freezing near the main connections. Council agreed the City would look into a solution before the next winter.
Brief discussion in regards to painting the water tower this spring/summer. Council discussed changing the artwork and different options for the City. No decisions made.

EDA/PARKS—Mark Askelson updated Council on EDA/Park Committee discussions. The committees will be working towards getting signage for all city parks, including the splash park and Heiberg. Discussed making updates to the City Website and creating a Parks Facebook page. Discussion on the possibility of moving the RV dump station site to somewhere along Highway 32 to make it more accessible. Still working on making a plan for the kayak river access on the Wild Rice River East of town.

POLICE—Douville reported 53 calls for February.

FIRE/RESCUE—Lampton reported 2 fire and 20 rescue calls. Addressed need for more rescue squad members, a notice has already been posted to the City Facebook page. A house burn training will be held on Saturday south of town. Three members of the fire department are going to training next month in Detroit Lakes.

FINANCIALS—No concerns or comments on financial statement as presented.

NEW BUSINESS—MB/PB-m/s/p to send up to five interested employees to the LMC Loss Control workshop in Bemidji or Alexandria 03/29 or 03/30. MA/PB-m/s/p to approve a ½ page color ad in the NCE yearbook for \$100.00. Notice of Board of Appeal meeting set for May 2, 2022 at 6:00PM distributed. Notice of increase to assessment billing from the County Assessor office, increase will be \$3/parcel beginning 2023.

Council adjourned 8:02PM, MA/ML-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

MONDAY, April 11, 2022 – 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, Tracy Christianson, Brent Dahl, Jason Douville, Jesse & Laura Keller, Jess Riepe, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, April 11, 2022. Mayor Fall called the meeting to order at 7:00PM.

CITIZENS FORUM—Brent Dahl addressed traffic violation concerns along Lincoln Ave NE near his property. Asked the Council to take whatever action necessary to enforce the current stop signs.

ADDITIONS TO THE AGENDA— ML/PB-m/s/p to approve the following additions to the agenda—Donation received, Nuisance properties, and vacancy on the Airport Commission.

MONTHLY BUSINESS—MA/ML-m/s/p to approve the minutes for March as written.
MB/PB-m/s/p to approve the disbursements as presented to Council and listed below totaling \$112,157.68.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
ARAMARK UNIFORM SERVICES	Contracted Service	\$325.85
ARVIG	Telephone/Internet	\$579.90
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$117.10
BANKCARD CENTER	Misc. Operating Supplies	\$1,647.93
BOUND TREE MEDICAL LLC	Operating Supplies	\$130.77
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
COMMUNITY CO-OPS-Lake Park	Utilities	\$2,465.46
EFTPS-ONLINE	Payroll Taxes	\$2,650.35
FURTHER	Employee Benefit	\$671.06
GERRY'S FOODS, INC	Operating Supplies	\$7.80
JASON DOUVILLE	Mileage Reimbursement	\$70.58
K & K TOWING	Contracted Service	\$850.00
M STATE	Training	\$1,500.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$46.42
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MJM NYSETVOLD INC.	Repairs & Maintenance	\$163.08
MN DOR - PAYROLL TAX	Payroll Taxes	\$663.88
MN STATE COMM & TECH COLLEGE	Training	\$420.00
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Grant	\$7,917.30
NORMAN CO. EAST SCHOOL-#2215	Donation	\$100.00
NORMAN CO. SHERIFF'S OFFICE	Operating Supplies	\$95.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$16.00
OTTERTAIL POWER CO.	Utilities	\$3,894.65
PAYROLL	Wages	\$12,908.50
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,933.22
PREMIUM WATERS	Contracted Service	\$28.94
PRODUCTIVITY PLUS ACCOUNT	Repairs & Maintenance	\$273.46
SANFORD HEALTH PLAN	Employee Benefit	\$2,002.08
SKAURUD GRAIN FARMS	Repairs & Maintenance	\$256.41
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$247.39
USABLE LIFE	Employee Benefit	\$15.93
VERIZON WIRELESS	Telephone/Internet	\$208.40
GENERAL FUND		\$44,594.81
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$88.62
ARVIG	Telephone/Internet	\$113.06
BANKCARD CENTER	Operating Supplies	\$542.64
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$422.00
EFTPS-ONLINE	Payroll Taxes	\$865.74
FURTHER	Employee Benefit	\$150.45
GOPHER STATE ONE-CALL	Contracted Service	\$25.00
HAWKINS, INC.	Operating Supplies	\$699.25
JASON DOUVILLE	Mileage Reimbursement	\$17.66
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$141.99
MN DOR - SALES & USE TAX	Sales Tax	\$92.00
MN RURAL WATER ASSN.	Membership Dues	\$384.10
OFFICE SUPPLIES PLUS*	Operating Supplies	\$16.00
OTTERTAIL POWER CO.	Utilities	\$1,398.26
PAYROLL	Wages	\$2,831.44
P.E.R.A. - SDR DIVISION	Employee Benefit	\$573.89

SANFORD HEALTH PLAN	Employee Benefit	\$548.45
SOFTLINE DATA, INC.	Contracted Service	\$195.00
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$106.77
USABLE LIFE	Employee Benefit	\$13.62
VERIZON WIRELESS	Telephone/Internet	\$32.88
	WATER FUND	\$9,435.93
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ANDERS VALLEY PUBLISHING, LLC	Publishing	\$21.13
ARAMARK UNIFORM SERVICES	Contracted Service	\$88.62
ARVIG	Telephone/Internet	\$100.47
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$161.49
EFTPS-ONLINE	Payroll Taxes	\$865.70
FURTHER	Employee Benefit	\$150.44
GOPHER STATE ONE-CALL	Contracted Service	\$25.00
JASON DOUVILLE	Mileage Reimbursement	\$17.65
JULIN LAW OFFICE, PLLC	Professional Fee	\$78.75
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$141.93
OFFICE SUPPLIES PLUS*	Operating Supplies	\$16.00
OTTERTAIL POWER CO.	Utilities	\$99.78
PAYROLL	Wages	\$2,831.44
P.E.R.A. - SDR DIVISION	Employee Benefit	\$573.90
RMB ENVIRONMENTAL LABS, INC.	Operating Supplies	\$96.00
SANFORD HEALTH PLAN	Employee Benefit	\$544.04
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$100.18
ULTEIG ENGINEERS, INC.	Contracted Service	\$2,830.00
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$32.88
	SEWER FUND	\$8,966.11
MN DOR - SALES & USE TAX	Sales Tax	\$770.00
	GARBAGE FUND	\$770.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ARVIG	Telephone/Internet	\$308.95
BANKCARD CENTER	Misc. Operating Supplies	\$686.89
BERGSETH BROS.	Merchandise for Resale	\$1,376.00
BEVERAGE WHOLESALERS	Merchandise for Resale	\$30.75
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$170.55
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$181.00
COMMUNITY CO-OPS-Lake Park	Utilities	\$309.19
DAKOTA PLUMBING	Repairs & Maintenance	\$540.00
D-S BEVERAGES	Merchandise for Resale	\$8,469.78
EFTPS-ONLINE	Payroll Taxes	\$1,696.22
FURTHER	Employee Benefit	\$112.82
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$174.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$290.95
HENRY'S FOODS INC.	Merchandise for Resale	\$1,840.96
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$7,823.28
KRJB FM RADIO	Advertising	\$350.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,736.15
MN CHILD SUPPORT & COLLECTION	Wages	\$182.73
MN DOR - PAYROLL TAX	Payroll Taxes	\$212.55
MN DOR - SALES & USE TAX	Sales Tax	\$6,996.00
OTTERTAIL POWER CO.	Utilities	\$1,009.43
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$108.98
P.E.R.A. - SDR DIVISION	Employee Benefit	\$991.11
PAYROLL	Wages	\$7,235.33
PEPSI-COLA **	Merchandise for Resale	\$197.25
SANFORD HEALTH PLAN	Employee Benefit	\$692.57
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$3,394.11
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$22.53

USABLE LIFE	Employee Benefit	\$22.67
	LIQUOR FUND	\$48,390.83
	DISBURSEMENT TOTAL	\$112,157.68

COMMUNITY—ML/PB-m/s/p to approve building permit for D. Portz to build additional deck 10'x12' onto home so long as all lot setbacks are followed and no City infrastructure is covered. Jesse and Laura Keller addressed Council to request an On-Sale 3.2 beer license for You Betcha Bowling Center, LLC. Council discussed concerns over the ease of access to 3.2 products and possibility of amending current City ordinance to allow for hard beer licenses in the future. The Keller's hope to be open within one month for business, operating 3-4 days per week and bring a bowling league back to town. Will also be serving appetizer-like snacks and pizza on the premise. The required paperwork has all been filled out and the background check was cleared by Police Chief Douville. MB/MA-m/s/p to approve 3.2 beer license for the Keller's/You Betcha Bowling, LLC, with the option of upgrading to a hard beer license once the City has had a chance to look into amending the current liquor ordinance.

LIQUOR—Skaurud reported gross sales for March of \$49,072.39 with ATM revenue \$472.50. In comparison to March 2021, sales and profit are up. Updated Council on events and trainings held. Skaurud will be attending the Henry's Pro Show in Alexandria on Thursday 4/14. Food sales since the purchase of the new frying unit are around \$11,000, \$5,500 in profit. The MN Department of Health was in to inspect the premise finding only one violation, which is being addressed. Update on the patio—bricks that appear to be deteriorating will be replaced and fence will be installed this spring. Skaurud has reached out to Herzog roofing for estimates on installing a gutter on the south side of the building. There was brief mention of Skaurud planning to retire in the coming months—is still working with assistant manager Harrell to familiarize him with her job duties. ML/MA-m/s/p to renew membership with the Mudslingers ATV for \$50.00.

PUBLIC WORKS—MB/MA-m/s/p to transfer \$9,550 from the water fund to a new 2019 PFA bond fund, in accordance with MS446A.71 Sub. 12. An application for funding was sent to the USDA Rural Development for the wastewater collection and treatment facility improvement project, and notice of eligibility was received. A hearing date was set for Monday, May 9, 2022 at 7:00PM to hear any public comment on the proposed project. Fall asked that the engineers be sent a request to attend. K. Askelson reported that the MN Department of Health was in to inspect the water treatment facility and there were no issues.

EDA/PARKS—Mark Askelson reported that the committees discussed options for a project that will be funded by funds received from the All School Reunion, no specifics decided on yet. Committee passed a motion to not support any leasing of the City Heiberg property as has been previously requested due to safety and liability concerns. Askelson is planning to be in attendance at the Norman County East Family Fair 4/13/22—is working with Clerk Johnson to create some marketing materials. Committee continues to discuss sign options, no decisions have been made, waiting on cost estimates. Mayor Fall filled in for Mark Askelson at a recent Norman County EDA meeting with the Midwest Minnesota Community Development Corporation (MMCDC). The Norman County EDA is hoping to work with the MMCDC to develop and/or rehabilitate housing in the County. Clerk Johnson has already compiled a list of buildable lots in the City of Twin Valley for this project. Council briefly discussed multiple vacant homes throughout town that could possibly be acquired by the City and taken down and used as buildable lots. City staff to look into vacant housing and the costs associated with acquiring these properties and demolishing the buildings for future use.

POLICE—Douville gave council monthly activity report. Will be attending training the 19th and 20th of April. Has no complaints or issues with new full-time officer Camp to report. Discussed installing speed bumps and/or new signage along Lincoln Ave NE near the park to slow traffic. Morris Electronics will be in to make some changes to the police computer system to keep up to date with accessing the State of Minnesota's law enforcement systems.

FIRE/RESCUE—Lampton reported 0 fire calls and 12 rescue calls for the month of March. Three members of the department attended trainings in Detroit Lakes recently, also taking and passing Fire Fighter I classes. Lampton is waiting on results of the Fire Fighter II test for these members. The Fire Department will have members at the NCE Family Fair on Wednesday with equipment, weather permitting.

FINANCIALS—No questions or concerns on the March financial statement as distributed. Discussed the funding the City has and will received from the American Rescue Plan Act, amounting in total to \$82,508.09. New guidance from the Treasury allows for non-entitlement units of government, such as the City of Twin Valley, to elect the "standard allowance" of up to \$10 million (or the amount allocated) to spend on government services through the life of the program as a replacement for public sector revenue loss. Doing so would simplify reporting

requirements for the program. MA/ML-m/s/p to approve using the full funding distributed to the City of Twin Valley for revenue replacement.

NEW BUSINESS—MB/ML-m/s/p to donate \$100.00 each to the Twin Valley Riders Club and the Wild Rice Peacemakers. PB/MB-m/s/p (Askelson abstaining as TVCBC president) to approve sponsoring the Twin Valley Community Booster Club, Town & Country Day Event for \$500.00. Fall expressed willingness to make a further donation/sponsorship at a later time. All donated funds to be taken from the Liquor fund. MB/PB-m/s/p to approve sending up to 5 interested city employees/elected officials to the June 22-24 League of Minnesota Cities annual conference in Duluth. ML/MA-m/s/p to approve vendor/mobile food unit permit for Amy’s Place, waiving the fee for Town & Country Days events. Discussed nuisance properties with the upcoming City clean-up day fast approaching. Due to the amount of snow still on the ground, committee members Askelson and Bekkerus have decided to hold off on sending letter until later in the year. Discussed the possibility of holding a second cleanup day in the fall. Discussed the items that Fuch’s Sanitation will collect and the possibility of the City sponsoring a brown goods collection for citizens of Twin Valley. Clerk will look into arranging this. MB/ML-m/s/p to accept \$1000.00 donation from the Kelly Thronson Memorial BBQ fund to be used for the Twin Valley Splash Park, and express gratitude. Fall reported there is a vacancy on the Twin Valley/Ada/Norman County Airport Board. Audience member Tracy Christianson volunteered to serve as Twin Valley citizen on the board.

FYI/OTHER—Board of Appeals hearing scheduled for Monday, May 2, 2022 at 6:00PM.

Meeting adjourned at 8:38 PM, MA/ML-m/s/p.

Attest: _____

Signed: _____

RACHEL JOHNSON, CLERK TREASURER

BENJAMIN FALL, MAYOR

MONDAY, May 2, 2022 – TWIN VALLEY CITY COUNCIL
LOCAL BOARD OF APPEAL AND EQUALIZATION HEARING
Twin Valley Community Center – 6:00 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Michael Bolton, Ben Fall, & Mike Lampton
OTHERS: Jill Murray, Mindy Kinkade, Jason Douville, Dudley Wells, Jack Plattner, David & Peggy Braaten, Dennis Rogers

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held the annual Board of Appeal and Equalization hearing on Monday, May 2, 2022 at 6:00 PM.

Council received 2022 Assessment Summary from the Norman County Assessor’s office prior to meeting for review. Council was presented with a listing of 6 property sales between October 2020 and September 2021 for the City of Twin Valley. Current abstracted total value for the City of Twin Valley is 25,704,500, a 41% increase from the previous year. Overall, every parcel in the City of Twin Valley received a 35% increase based off of sales data and estimated value figures.

Questions and Concerns were heard from the following property owners—
Dudley Wells 32-8476000
David & Peggy Braaten 32-8621000
Jack Plattner 32-8527047
Dennis Rogers 32-8560000

There was a brief discussion concerning upcoming special assessments, anyone curious about the upcoming proposed sewer project was encourage to attend the hearing scheduled for Monday, May 9th.

After hearing all questions on valuation, a motion was made by Councilmember Askelson, Seconded by Councilmember Bekkerus, to make no changes to the property values as determined by the assessor’s office. Anyone who wished to have this decision further reviewed was encouraged to attend the County Board of Appeal hearing on June 13th.

Hearing adjourned 6:46PM, MB/ML-m/s/p.

Attest: _____

Signed: _____

RACHEL JOHNSON, CLERK TREASURER

BENJAMIN FALL, MAYOR

MONDAY, May 9, 2022 – TWIN VALLEY CITY COUNCIL
PUBLIC HEARING – PROPOSED WASTEWATER COLLECTION AND FACILITY REHABILITATION
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Ben Fall, & Mike Lampton **ABSENT:** Michael Bolton
OTHERS: Harold Allrich, Kathy Anderson, Kerry Askelson, Jason Douville, Jesse Keller, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, May 9, 2022. Mayor Fall called the hearing to order at 7:00PM.

Mayor Fall explained that the proposed project is to upgrade approximately 7,700 linear feet of eight (8) and ten (10) inch sanitary sewer and make necessary improvements to rehabilitate the existing wastewater treatment facility at an estimated cost of \$5,118,250.06. The City has applied for funding through the USDA Rural Development in hopes of receiving a fair grant to loan ratio of at least 60/40. Loan dollars would entail a 39-year term with estimated interest set at 3.375 percent.

Citizen Harold Allrich voiced concerns over the necessity of replacing the pond liner, questioning if the engineers had looked at the build sheets from 1995 or if any tests had been performed to check for any sign pollution. Allrich questioned spending \$1,861,800 to replace the liner if it is not showing signs of leaking.

Fall addressed concerns on sustainability of this rehabilitation project if the previous rehabilitation has only lasted 27 years—concerned a 39-year loan may be inappropriate if the rehabilitation will not last the duration of the loan period. Questions and concerns will be addressed with Engineers at a future date.

Public hearing closed at 7:17PM, Regular Council meeting opened.

CITIZENS FORUM—Harold Allrich questioned an agreement he made with the City of Twin Valley roughly 16 years ago wherein he was given permission to hay the areas around the lagoons in exchange for allowing the City to pile snow on a parcel of land he owns at the corner of 3rd St NW and Main Ave W. Expressed issue with not being allowed into the lagoon area to hay in 2021. Requested Council permission to continue to hay only the area to the West of the lagoons, in exchange for the City continuing to place snow on his land. Council agreed with no formal motion.

ADDITIONS TO THE AGENDA—ML/PB-m/s/p to approve a Shock & Awe Grant award acceptance to the agenda.

MONTHLY BUSINESS—MA/ML-m/s/p to approve minutes from 4/11/22 and 5/2/22 as written. MA/ML-m/s/p to approve disbursements as presented below, totaling \$121,786.35.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$359.97
ADA BUILDING CENTER, INC.	Repair & Maintenance	\$709.88
ANDERS VALLEY PUBLISHING, LLC	Publishing	\$15.00
ARAMARK UNIFORM SERVICES	Contracted Service	\$374.08
ARVIG	Telephone/Internet	\$1,101.74
BERGSETH BROS.	Merchandise for Resale	\$3,274.90
BEVERAGE WHOLESALERS	Merchandise for Resale	\$288.60
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,927.21
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$616.00
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$209.68
COMMUNITY CO-OPS-Lake Park	Utilities	\$3,033.54
DAKOTA PLUMBING	Contracted Service	\$2,606.23
D-S BEVERAGES	Merchandise for Resale	\$8,865.00
EFTPS-ONLINE	Payroll Taxes	\$6,008.29
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$11,836.80
FURTHER	Employee Benefit	\$1,084.77
GOODIN COMPANY	Repair & Maintenance	\$265.58
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$322.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$474.30
HENRY'S FOODS INC.	Merchandise for Resale	\$5,234.98
JASON DOUVILLE	Reimbursement-Mileage	\$147.42

JOHN DEERE FINANCIAL	Repair & Maintenance	\$239.96
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$4,079.12
LEAGUE OF MINNESOTA CITIES	Training/Registration	\$309.00
LORI J. SKAURUD	Reimbursement-Mileage	\$159.12
MARCO TECHNOLOGIES LLC	Contracted Service	\$46.42
MATRIX TRUST COMPANY	Employee Benefit	\$200.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,118.82
MINNESOTA PUMP WORKS	Contracted Service	\$768.00
MN CHILD SUPPORT & COLLECTION	Wages	\$134.00
MN DNR ECO-WATER-RES	Contracted Service	\$90.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$1,198.30
MN DOR - SALES & USE TAX	Sales Tax	\$5,636.00
MN STATE COMM & TECH COLLEGE	Training/Registration	\$855.00
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Grant	\$7,917.30
MPCA - FISCAL SERVICES	Professional Fee	\$345.00
MUDSLINGERS OHV CLUB	Membership Renewal	\$50.00
NORMAN CO. AUDITOR/TREASURER	Property Tax	\$1,740.00
NORMAN CO. AUDITOR/TREASURER	Professional Fee	\$987.00
NORMAN CO. SHERIFF'S OFFICE	Operating Supply	\$15.00
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$1,100.00
NORTHVIEW BANK	Bond Interest	\$1,144.50
OTTERTAIL POWER CO.	Utilities	\$5,668.21
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$113.18
P.E.R.A. - SDR DIVISION	Employee Benefit	\$6,314.28
PAYROLL	Wages	\$25,764.75
PEPSI-COLA **	Merchandise for Resale	\$197.25
PREMIUM WATERS	Contracted Service	\$10.69
RMB ENVIRONMENTAL LABS, INC.	Operating Supply	\$30.00
SOFTLINE DATA, INC.	Operating Supply	\$454.00
TEAM LABORATORY CHEMICAL, LLC	Repair & Maintenance	\$1,662.00
TV BOOSTER CLUB	Donation	\$500.00
TWIN VALLEY FIRE DEPT.	Donation-American Legion	\$1,500.00
TWIN VALLEY HARDWARE	Repair & Maintenance	\$663.36
TWIN VALLEY PHARMACY	Operating Supply	\$11.79
TWIN VALLEY RIDERS CLUB	Donation	\$100.00
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$507.00
USABLE LIFE	Employee Benefit	\$65.82
VERIZON WIRELESS	Telephone/Internet	\$35.01
WILD RICE PEACEMAKERS	Donation	\$100.00
DISBURSEMENT TOTAL		\$121,786.35

COMMUNITY—Liquor Licensing—Council updated on MN State Statutes in regards to offering a “Strong Beer” or intoxicating malt liquor license to You Betcha Bowling as previously discussed. In accordance with Statute 340A.404 Subd. 5, a municipality may only offer a license to sell intoxicating malt liquor to an establishment that has an on-sale wine license. At this time, statutes allow for wine licenses to be issued to restaurant facilities with at least 25 seats. Due to this, the bowling alley as it currently sits would not be eligible. State Statute 340A.404 Subd. 1 does however allow for intoxicating on-sale licenses to be granted to bowling centers. Jesse Keller agreed that was the directed they wished to proceed. All required documents for said application are on file with the City Clerk. PB/ML-m/s/p to grant an on-sale intoxicating liquor license to Jesse & Laura Keller with You Betcha Bowling Center, LLC.

ML/MA-m/s/p to approve building permit for A. Yost to build wooden deck with railing at 302 2nd St NW.

LIQUOR—Skaurud reported gross sales for April of \$53,202, up slightly from 2021. ATM revenue was \$588. Updated Council on previous and upcoming events scheduled at the liquor store. An estimate for installing 174’ of gutters was received from Herzog Home Improvement for \$3,476. Skaurud requested a quote from Herzog Roofing as well, one was not given. ML/MA-m/s/p to approve purchase. No news on the patio project. Skaurud submitted her resignation to the Council, effective 06/01/2022. She noted she is willing to stay on to help train in a new manager. ML/MA-m/s/p to accept resignation (Bekkerus opposed). Fall thanked Skaurud for her hard work and improvements to the liquor store. Discussed liquor manager job description briefly, it was decided the liquor

committee would meet with Skaurud to revise. MA/ML-m/s/p to advertise the manager position with a closing date for application of 05/31/2022, and interviews to be held the first week in June.

PUBLIC WORKS—Askelson asked for the Council cooperation and approval of limiting the use of City fire hydrants to only City Staff and Firefighters. Due to the hydrants in town not having back flow valves or meters only authorized individuals should operate hydrants to stay in compliance with State regulations. Council had no issue. Discussed colors for the upcoming water tower painting project. MA/PB-m/s/p to accept Clerk's suggestion of Blue & Yellow/Titan's Colors in support of the school. Distributed updated MN DOT Master Partnership Contract to Council for approval. Councilmember Askelson motioned enter into a master partnership contract with the Minnesota Department of Transportation, seconded by Councilmember Bekkerus the following resolution was introduced and passed.

RESOLUTION 2022—06
RESOLUTION TO ENTER INTO A MASTER PARTNERSHIP CONTRACT WITH
THE MINNESOTA DEPARTMENT OF TRANSPORTATION

Whereas, The Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

Whereas, MnDOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads; and

Whereas: the parties wish to be able to respond quickly and efficiently to such opportunities for collaboration, and have determined that having the ability to write "work orders" against a master contract would provide the greatest speed and flexibility in responding to identified needs.

Therefore, be it resolved:

1. That the City of Twin Valley enter into a Master Partnership Contract with the Minnesota Department of Transportation, a copy of which was before the Council.
2. That the proper City officers are authorized to execute such contract, and any amendments thereto.
3. That the City Public Works Superintendent is authorized to negotiate work order contracts pursuant to the Master Contract, which work order contracts may provide for payment to or from MnDOT, and that the City Public Works Superintendent may execute such work order contracts on behalf of the City of Twin Valley without further approval by this Council.

Upon a roll call vote taken thereon the following voted in favor of said resolution: Mark Askelson, Paul Bekkerus, Ben Fall, & Mike Lampton; and the following voted against: None. WHEREUPON said resolution for the commitment of reserves was duly adopted this 9th day of May, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Askelson has been in contact with Bob from Agassiz Asphalt in regards to 2022 street paving. Prices for 2022 are up to \$1.40 per square foot, from \$1.15. Also received a quote for resurfacing the liquor store parking lot for \$47,000. Askelson will reach out to Knife River Materials for a second quote.

EDA/PARKS—Committee received \$1,500 from Shock and Awe to be used towards the cost of a land survey at the Otterson Bridge for a kayak launch. PB/MA-m/s/p to accept and restrict funds for such a use. Official cost estimates on the land survey will be brought to a future meeting for approval. Brief discussion on the community garden, spots are still available. Council agreed to have more black dirt brought in to refresh the soil. Discussed trail plans for Heiberg North. K. Askelson has been looking into purchasing foldable picnic tables, MA/PB-m/s/p to approve spending up to \$1,500.

****Meeting recessed at 8:15PM and was called back to order at 8:25PM****

POLICE—Douville reported 50 calls for April. Requested permission to open part-time police officer position. MA/ML-m/s/p to post job. Brief discussion about nuisance properties—committee will look to find time to meet.

FIRE/RESCUE—Lampton reported 0 fire and 9 rescue calls for the month of April. Will be flushing hydrants on the East side of town Wednesday 5/25 in the evening. Will be attending the Baja on 5/21. Reported the water cooler in the fire department has died, will look into taking one from the Community Center.

NEW BUSINESS—ML/MA-m/s/p to approve Fundraiser/Raffle permit for 3 Gems Saddle Club.

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

Attest: _____

Signed: _____

RACHEL JOHNSON, CLERK TREASURER

BENJAMIN FALL, MAYOR

MONDAY, May 23, 2022 – TWIN VALLEY CITY COUNCIL
SPECIAL MEETING
Twin Valley Municipal Center – 8:30 AM

MEMBERS: Michael Bolton, Ben Fall, & Mike Lampton

ABSENT: Mark Askelson, Paul Bekkerus

OTHERS: Kerry Askelson

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a special meeting to discuss paving bids and a building permit request on Monday, May 23, 2022 at 8:30 AM.

Council received the following 3 quotes on paving both the liquor store parking lot, and miscellaneous streets throughout town. Agassiz Asphalt \$47,199 Liquor, \$54,201 Streets. Knife River \$49,713.19 Liquor, \$52,924.16 Streets, and Zavorol \$48,000 Liquor and \$54,720 Streets.

Discussed longevity of resurfacing the parking lot at the liquor store. Discussed any other City needs for street paving or resurfacing. Askelson expressed there are a few streets that could use crack sealing, and some alleys that could also use work, but nothing drastic. MB/ML-m/s/p to approve quote from Agassiz to resurface the liquor store parking lot, with funding to come directly from checking unless it becomes necessary at a late date to pull a certificate of deposit. MB/ML-m/s/p to approve quote from Agassiz on resurfacing miscellaneous streets in town, under the discretion of Askelson, for up to \$55,000.

MB/ML-m/s/p to approve building permit application for N. Gerjets at 205 Norman Ave NE to install chain link fencing.

Meeting adjourned at 8:39 AM, MB/ML-m/s/p.

Attest: _____

Signed: _____

RACHEL JOHNSON, CLERK TREASURER

BENJAMIN FALL, MAYOR

MONDAY, June 13, 2022 – 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, Colleen Hoffman, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, June 13, 2022. Mayor Fall called the meeting to order at 7:00PM.

MONTHLY BUSINESS—ML/MA-m/s/p to approve minutes for May as written. MB/PB-m/s/p to approve disbursements totaling \$115,639.15 as listed below.

VENDOR	DESCRIPTION	AMOUNT
2ND TO NONE SEPTIC SOLUTIONS, LLC	Contracted Service	\$432.37
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
ARAMARK UNIFORM SERVICES	Contracted Service	\$236.54
ARVIG	Telephone/Internet	\$577.20
BANKCARD CENTER	Operating Supplies	\$847.61
COMMUNITY CO-OPS-Lake Park	Utility	\$1,888.93
		2978

EFTPS-ONLINE	Payroll Taxes	\$3,220.50
FURTHER	Employee Benefit	\$671.06
GRAND FORKS FIRE EQUIPMENT LLC	Operating Supplies	\$300.55
HOFFMAN, PHILIPP, & MARTELL, PLLC	Audit	\$2,900.00
J. P. COOKE COMPANY	Operating Supplies	\$106.05
KRJB FM RADIO	Advertising	\$379.00
LEVEL 5 SERVICES	Training/Registration	\$380.00
LIBERTY BUSINESS SYSTEMS, INC.	Operating Supplies	\$22.27
MARCO TECHNOLOGIES LLC	Contracted Service	\$64.84
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MJM NYSETVOLD INC.	Repairs and Maintenance	\$200.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$755.82
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Grant	\$1,576.87
MUNICIPAL CLERKS & FINANCE OFFICERS	Membership Dues	\$50.00
NORMAN CO. AUDITOR/TREASURER	Contracted Service	\$5,865.20
NORMAN COUNTY ATTORNEY'S OFFICE	Contracted Service	\$550.00
OTTERTAIL POWER CO.	Utility	\$2,789.36
PAYROLL	Wages	\$15,240.86
P.E.R.A. - SDR DIVISION	Employee Benefit	\$4,253.45
PREMIUM WATERS	Contracted Service	\$32.69
RACHEL JOHNSON	Reimbursement (flowers)	\$53.56
SKAURUD GRAIN FARMS	Operating Supplies	\$101.48
TWIN VALLEY FIRE DEPT.	Legion Donation	\$1,500.00
TWIN VALLEY HARDWARE	Repairs and Maintenance	\$92.62
ULTIMATE SAFETY CONCEPTS, INC	Operating Supplies	\$345.64
USABLE LIFE	Employee Benefit	\$15.93
VERIZON WIRELESS	Telephone/Internet	\$381.79
VISSER TRENCHING, INC.	Contracted Service	\$304.50
	General Fund Total	\$46,321.72
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$68.77
ARVIG	Telephone/Internet	\$112.97
BANKCARD CENTER	Operating Supplies	\$141.01
COMMUNITY CO-OPS-Lake Park	Utility	\$320.11
EFTPS-ONLINE	Payroll Taxes	\$802.33
FURTHER	Employee Benefit	\$150.45
HOFFMAN, PHILIPP, & MARTELL, PLLC	Audit	\$1,100.00
LIBERTY BUSINESS SYSTEMS, INC.	Operating Supplies	\$50.00
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MJM NYSETVOLD INC.	Repairs and Maintenance	\$131.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$129.42
MN DOR - SALES & USE TAX	Sales Tax	\$73.00
OTTERTAIL POWER CO.	Utility	\$970.68
PAYROLL	Wages	\$2,648.00
P.E.R.A. - SDR DIVISION	Employee Benefit	\$590.44
TWIN VALLEY HARDWARE	Repairs and Maintenance	\$23.59
USABLE LIFE	Employee Benefit	\$13.62
USABBLUEBOOK	Operating Supplies	\$617.80
VERIZON WIRELESS	Telephone/Internet	\$65.76
	Water Fund Total	\$8,182.38
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$68.77
ARVIG	Telephone/Internet	\$100.38
COMMUNITY CO-OPS-Lake Park	Utility	\$244.59
EFTPS-ONLINE	Payroll Taxes	\$802.16
FURTHER	Employee Benefit	\$150.44
HOFFMAN, PHILIPP, & MARTELL, PLLC	Audit	\$1,100.00
LIBERTY BUSINESS SYSTEMS, INC.	Operating Supplies	\$50.00
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$129.37
OTTERTAIL POWER CO.	Utility	\$126.17
PAYROLL	wages	\$2,648.00

P.E.R.A. - SDR DIVISION	Employee Benefit	\$590.38
RMB ENVIRONMENTAL LABS, INC.	Professional Fee	\$183.00
TWIN VALLEY HARDWARE	Repairs and Maintenance	\$23.59
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$65.76
	Sewer Fund Total	\$6,469.64
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$7,797.83
HOFFMAN, PHILIPP, & MARTELL, PLLC	Audit	\$800.00
MN DOR - SALES & USE TAX	Sales Tax	\$801.00
	Garbage Fund Total	\$9,398.83
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ADA BUILDING CENTER, INC.	Repairs and Maintenance	\$134.07
ARVIG	Telephone/Internet	\$308.94
BANKCARD CENTER	Operating Supplies	\$58.38
BERGSETH BROS.	Merchandise for Resale	\$4,060.15
BEVERAGE WHOLESALERS	Merchandise for Resale	\$139.60
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,065.97
BRETT W. GULSETH	Repairs and Maintenance	\$125.00
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$357.50
COMMUNITY CO-OPS-Lake Park	Utility	\$84.15
D-S BEVERAGES	Merchandise for Resale	\$8,373.32
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$117.92
EFTPS-ONLINE	Payroll Taxes	\$1,738.21
FURTHER	Employee Benefit	\$112.82
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$179.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$736.45
HENRY'S FOODS INC.	Merchandise for Resale	\$4,530.30
HOFFMAN, PHILIPP, & MARTELL, PLLC	Audit	\$2,700.00
KRJB FM RADIO	Advertising	\$189.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,284.05
MN CHILD SUPPORT & COLLECTION	Wages	\$134.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$248.46
MN DOR - SALES & USE TAX	Sales Tax	\$5,078.00
OTTERTAIL POWER CO.	Utility	\$975.07
PAYROLL	wages	\$7,276.59
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,042.15
PHILLIPS WINE & SPIRITS	Merchandise for Resale	\$1,951.74
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$822.71
TWIN VALLEY HARDWARE	Repairs and Maintenance	\$29.22
USABLE LIFE	Employee Benefit	\$22.67
VINOCOPIA, INC.	Merchandise for Resale	\$138.68
	Liquor Fund Total	\$45,242.20
TWIN VALLEY HARDWARE	Repairs and Maintenance	\$24.38
	Cemetery Total	\$24.38
	Disbursement Total	\$115,639.15

COMMUNITY—ML/MA-m/s/p to approve building permits for Boe/Drenchko to install a chain link fence at 104 Lincoln Ave NW, and for D. Moore to install a chain link fence and place a mobile storage shed at 304 Pleasant Ave SE.

LIQUOR—Council reviewed monthly gross sales totaling \$58,919.07 and ATM revenue of \$553 for May. Current YTD cash profit is \$35,635.23, up slightly from last years sales. Discussed applicants and the interview process for the new Liquor Store Manager. Five applications were received, one application for the assistant manager position should that become available. Skaurud suggested interviewing all of the other four applicants. MB/PB-m/s/p to interview 4 candidates for the Liquor Store Manager, setting interview times for Tuesday, June 21 in thirty-minute intervals from 5:30 to 7:30. Clerk will contact applicants to set up interview times. Skaurud updated council on previous and upcoming events. No updates on the patio, still waiting on brick replacement and fence installation. Gutters will be installed as soon as products are available as well.

PUBLIC WORKS—Askelson updated council on street paving project for 2022. Will be spraying for mosquitos twice this week to get on top of the influx—noticed some tall grass in areas and will report to clerk to have this

looked into. No update on the water tower painting project as of this time. The following list of delinquent utility charges was reported to Council, with the request to assess these charges against the property taxes for 2023.

32-8681000	400 Main Ave E	\$880.12
32-8720000	202 4 th St SW	\$252.00
32-8542000	105 1 st St SE	\$252.00

Utilities have been disconnected at the above listed properties for some time with no payment. MB/PB-m/s/p to approve and assess charges as listed.

EDA/PARKS—The Splash Park was opened up on Friday and is running for the summer. Councilmember Askelson asked if a sign could be placed in the building with a warning about lightening and sever weather. Clerk will take care of this. Askelson was in contact with the new bowling alley owners and updated Council that this should be open before Town & Country Day, barring no issues arise. Discussed installing the frisbee gold course that was purchased a few years back, Askelson will work towards doing that this year. Discussion on the kayak launch at Otterson, survey quotes will be made available for the July meeting.

POLICE—Douville reported 83 calls for May, has seen a slight increase in traffic stops and domestic calls. Council received resignation notice from part time officer Volker, MB/ML-m/s/p to accept. Douville is meeting with a candidate to fill the position in the coming weeks. Douville has been in contact with property owners in regards to nuisance grasses and has seen most of the areas cleaned up without city intervention. Requested to have a meeting with the nuisance committee to discuss a few dilapidated buildings in town that should be addressed. Requested the Council set up a hearing time for a dog recently declared as dangerous. Hearing scheduled for Wednesday 6/29/22 at 8:30am—owners will be notified.

FIRE/RESCUE—No fire calls reported, 16 rescue squad calls. The department will be at the upcoming Baja event at K&K towing and possibly competing in the firemen’s Olympics at the County fair. \$3,679 was received from Gary Cares as a result of the yearly one-fund drive. Councilmember Askelson moved to accept donation and express appreciation to Gary Cares for the generosity, seconded by Councilmember Lampton the following resolution was adopted.

RESOLUTION 2022—07
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 2022 One Fund Drive; and

WHEREAS, the following donations per department are:

\$ 1,974.00	Twin Valley Rescue Squad
\$ 1,705.00	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 \$3,679.00 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 13th day of June, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Discussed earmarking the funds for rescue/fire equipment funds respectively. Council will make a decision on whether or not to purchase CDs at a later date. Reviewed current reserves maturing in June to pull to create one \$50,000 fire department reserve fund as previously discussed in February. ML/PB-m/s/p to pull CDs 11964, 22019, and 22257 and combine these with the funds received from the sale of the departments rescue truck and purchase one \$50,000 reserve.

FINANCIALS—Council given updated May financials and General fund budget report for review. Not questions/concerns addressed.

NEW BUSINESS—Clerk asked Council for permission to hold a brown goods pick up site at City Hall for City residents only. PB/ML-m/s/p to approve accepting one item per household at no charge and additional items at a \$10.00 each to take to the landfill. Clerk will facilitate program.

2021 Population and Household estimates were received from the Minnesota State Demographer. As of April 1, 2021 the population estimate for Twin Valley was 717 with 327 households.

ML/PB-m/s/p to approve signing off on fire works contract on behalf of the Twin Valley Community Booster Club for Town & Country Days.

AUDIT—Colleen Hoffman from Hoffman, Philipp, & Martel presented the completed audit for fiscal year 2021 to the council. It was noted that this city is in compliance with all requirements from the State of Minnesota and all financial documents as provided by the Clerk are accurate without any changes necessary. As of December 31, 2021 the city had a net worth of \$6 million. On a cash basis, the city funds all ended up having a positive balance, however with depreciation factored in, both the water and sewer enterprise funds were operating at a loss. The Council can look into water and sewer user rates in the future to remedy this if they feel that is necessary. Taking depreciating into account now with user fees would help the city to replace infrastructure as necessary in the future without having to borrow funding from other sources. Hoffman encouraged the council to be in contact with the auditors at any time during the year if they ever have questions or concerns. With the upcoming retirement of Liquor Store Manager Skaurud, Hoffman suggested keeping an eye on the inventory to make sure things continue to run smoothly. MA/PB-m/s/p to accept the 2021 FY Audit.

MB/MA-m/s/p to adjourn, 8:19 PM.

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

TUESDAY, June 21, 2022 – TWIN VALLEY CITY COUNCIL
LIQUOR STORE MANAGER INTERVIEWS
Twin Valley Community Center – 5:30 PM

MEMBERS: Mark Askelson, Paul Bekkerus, Michael Bolton, Ben Fall, Mike Lampton.
OTHERS: Lori Skaurud (telephone), Denise Rasmussen, Amy Tollefsrud, Kendell Harrell, Megan Norgaard

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Tuesday, June 21, 2022. Mayor Fall called the meeting to order at 5:30PM.

Council held the following interviews as scheduled—5:30PM Denise Rasmussen, 6:00PM Amy Tollefsrud, 6:30PM Kendell Harrell, 7:00PM Megan Norgaard. Each candidate was asked the same list of questions pertaining to the position of Liquor Store Manager.

After all interviews were concluded the Council took time to discuss each candidates’ qualifications and interview answers. A lengthy discussion was held on the Council’s top two choices for the position. Councilmember Bolton was called to work leaving the meeting at 8:15PM noting his choice of Norgaard for the position. PB/MA-m/s/p to offer position to Harrell at the starting wage of \$18.25 with a 1-year probational period and six (6) months to acquire a valid drivers license and food manager’s certificate. (Vote 3:2) PB/ML-m/s/p to offer assistant manger position to Norgaard with ¾ full time benefits and starting wage of \$12.77. MA/ML-m/s/p to approve hire of Tollefsrud as bartender (as previously requested by applicant).

MA/ML-m/s/p to adjourn, 8:27PM.

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

WEDNESDAY, June 29, 2022 – TWIN VALLEY CITY COUNCIL

DANGEROUS DOG HEARING
Twin Valley Municipal Center – 8:30 AM

MEMBERS: Mark Askelson (telephone), Michael Bolton, Ben Fall, Mike Lampton.
OTHERS: Jason Douville

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a meeting to discuss a dog recently deemed dangerous on Wednesday, June 29, 2022. Mayor Fall called the meeting to order at 8:30AM.

On June 13, 2022 the Twin Valley Police Department responded to a report of a juvenile being bitten by a dog on 06/10/2022. The report was given to the Council for review. The video showing the incident was watched by all present Council members.
Prior to the meeting a notice of hearing, and dangerous dog requirements was mailed to J. Perez. (Ordinance reference 91.11 Dangerous Dog). Perez was not present to attest to the situation or request reconsideration, nor had any prior correspondence been received. MB/ML-m/s/p to approve determination of dangerous dog for the animal residing at 204 1st St SW described as a white and brown pit-bull and follow through with corrective action as required by City Ordinance. Chief Douville will follow up with the State of Minnesota as well as the pet owner for the requirements of this determination.

MB/ML-m/s/p to adjourn at 8:34AM.

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

* * * * *

MONDAY, July 11, 2022 – 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, Kendell Harrell, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, July 11, 2022. Mayor Fall called the meeting to order at 7:00PM.

MONTHLY BUSINESS—ML/MA-m/s/p to approve minutes for June as written. MB/PB-m/s/p to approve disbursements totaling \$280,806.89 as detailed below. It was noted the larger balance is due to the previously approved paving project and CD purchase.

VENDOR	DESCRIPTION	AMOUNT
2ND TO NONE SEPTIC SOLUTIONS, LLC	Contracted Service	\$705.37
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
AGASSIZ ASPHALT, LLC	Capital Outlay - Paving	\$54,201.00
ALERT- ALL CORP.	Promotional Material	\$405.00
ANDERS VALLEY PUBLISHING, LLC	Publishing/Advertising	\$798.30
ARAMARK UNIFORM SERVICES	Contracted Service	\$265.37
ARVIG	Telephone/Internet	\$584.30
BANKCARD CENTER	Operating Supplies	\$1,382.03
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$505.80
COMMUNITY CO-OPS-Lake Park	Utility	\$2,695.10
EFTPS-ONLINE	Payroll Taxes	\$3,319.19
FURTHER	Employee Benefit	\$195.00
GOVOFFICE	Website Domain	\$570.00
GRAND FORKS FIRE EQUIPMENT LLC	Operating Supplies	\$238.29
JOHN DEERE FINANCIAL	Repairs and Maintenance	\$90.35
M STATE	Training	\$550.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$46.42
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MICHAEL BOLTON, OWNER	Repairs and Maintenance	\$50.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$834.31
MN FIRE SERVICE CERTIFICATION BOARD	Training	\$360.00
MORRIS ELECTRONICS	Contracted Service	\$712.10
NORMAN CO. SWCD	Trees	\$12.83

OFFICE SUPPLIES PLUS*	Operating Supplies	\$23.40
OTTERTAIL POWER CO.	Utility	\$2,698.10
PAYROLL	Wages	\$14,851.34
P.E.R.A. - SDR DIVISION	Employee Benefit	\$4,586.85
PREMIUM WATERS	Contracted Service	\$10.69
RACHEL JOHNSON	Travel Reimbursement	\$312.76
TWIN VALLEY HARDWARE	Repairs and Maintenance	\$244.79
TWIN VALLEY LIONS CLUB	Operating Supplies	\$84.75
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$100.00
UNITED VALLEY BANK	Reserves	\$50,000.00
USABLE LIFE	Employee Benefit	\$15.93
VERIZON WIRELESS	Telephone/Internet	\$67.06
	General Fund Total	\$141,701.46
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ANDERS VALLEY PUBLISHING, LLC	Publishing/Advertising	\$1,174.50
ARAMARK UNIFORM SERVICES	Operating Supplies	\$83.37
ARVIG	Telephone/Internet	\$113.53
AUTO VALUE MAHNOMEN	Repairs and Maintenance	\$162.99
BANKCARD CENTER	Operating Supplies	\$239.91
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$9.20
COMMUNITY CO-OPS-Lake Park	Utility	\$298.96
EFTPS-ONLINE	Payroll Taxes	\$844.34
FURTHER	Employee Benefit	\$52.50
HAWKINS, INC.	Operating Supplies	\$653.43
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$137.35
MN DOR - SALES & USE TAX	Sales Tax	\$106.00
MN PUBLIC FACILITIES AUTHORITY	Bond Repayment	\$10,243.36
OTTERTAIL POWER CO.	Utility	\$884.65
PAYROLL	Wages	\$2,745.50
P.E.R.A. - SDR DIVISION	Employee Benefit	\$610.81
TWIN VALLEY HARDWARE	Repairs and Maintenance	\$56.55
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$357.00
USABLE LIFE	Employee Benefit	\$13.62
	Water Fund Total	\$18,961.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ANDERS VALLEY PUBLISHING, LLC	Publishing/Advertising	\$150.00
ARAMARK UNIFORM SERVICES	Contracted Service	\$83.37
ARVIG	Telephone/Internet	\$107.54
BANKCARD CENTER	Operating Supplies	\$110.69
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$9.20
COMMUNITY CO-OPS-Lake Park	Utility	\$141.97
EFTPS-ONLINE	Payroll Taxes	\$844.23
FURTHER	Employee Benefit	\$52.50
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$137.33
OTTERTAIL POWER CO.	Utility	\$153.15
PAYROLL	Wages	\$2,745.50
P.E.R.A. - SDR DIVISION	Employee Benefit	\$610.83
RMB ENVIRONMENTAL LABS, INC.	Contracted Service	\$414.00
TWIN VALLEY HARDWARE	Repairs and Maintenance	\$60.55
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$350.00
USABLE LIFE	Employee Benefit	\$13.60
	Sewer Fund Total	\$6,157.89
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$5,965.00
MN DOR - SALES & USE TAX	Sales Tax	\$770.00
ULINE	Operating Supplies	\$438.72
	Garbage Fund Total	\$7,173.72
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
AGASSIZ ASPHALT, LLC	Capital Outlay - Paving	\$47,199.00
ANDERS VALLEY PUBLISHING, LLC	Advertising	\$290.00
ARVIG	Telephone/Internet	\$309.68

BANKCARD CENTER	Operating Supplies	\$94.83
BERGSETH BROS.	Merchandise for Resale	\$7,189.33
BEVERAGE WHOLESALERS	Merchandise for Resale	\$731.10
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,097.13
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$328.50
COMMUNITY CO-OPS-Lake Park	Utility	\$45.89
D-S BEVERAGES	Merchandise for Resale	\$18,450.72
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$52.44
EFTPS-ONLINE	Payroll Taxes	\$1,843.23
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$588.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$937.95
HENRY'S FOODS INC.	Merchandise for Resale	\$2,718.59
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$6,473.24
McKINNON COMPANY, INC.	Merchandise for Resale	\$1,190.75
MN CHILD SUPPORT & COLLECTION	Wages	\$134.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$253.39
MN DOR - SALES & USE TAX	Sales Tax	\$4,757.00
OTTERTAIL POWER CO.	Utility	\$1,108.41
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$176.22
PAYROLL	Wages	\$7,968.10
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,133.36
RACHEL JOHNSON	Reimbursement	\$25.00
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,349.83
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$200.00
USABLE LIFE	Employee Benefit	\$22.67
	Liquor Fund Total	\$106,696.44
ANDERS VALLEY PUBLISHING, LLC	Advertising	\$100.00
	SHIP Gardens Fund	\$100.00
RACHEL JOHNSON	Mileage Reimbursement	\$16.38
	EDA Fund Total	\$16.38
	TOTAL	\$280,806.89

COMMUNITY—ML/PB-m/s/p to approve two building permits to place prefabricated sheds at 310 Main Ave W and 407 Opegard Ave NW.

MAYOR—Fall thanked everyone for their prompt clean up of trees after the recent storm. Also thanked staff for all the work that has been and is being put into preparing for Town & Country Days.

LIQUOR—Skaurud reported gross sales for June of \$55,554.42 up nearly \$6,000 from 2021. Reported on previous and upcoming events. Patio project has been completed. Skaurud will be working with Herzog’s to move rain spouts to a different direction. Also working on making some updates to the current security camera system. Amy Tollefsrud accepted the part time bartender position and has started training in. The offer extended to Norgaard for the Assistant Manager position was declined. Harrell accepted the Manager position and is working with Skaurud to train in currently. Skaurud and Harrell agreed that at the current time the assistant manager position should be tabled. MA/ML-m/s/p to approve. Harrell thanked Council again for the opportunity—no upcoming events, outside of Town & Country days have been planned yet as Harrell expressed he is focusing on the transition and training efforts. Brief discussion in regards to having Norman-Mahnomen Public Health come and talk with the Council about making it a city policy to have all bartenders attend responsible beverage training. Askelson and Bolton both expressed interest. Currently this is a part of new employee training at the Liquor Store, but there is no formal policy on record of the Council’s support.

PUBLIC WORKS—Askelson and the public works crews have been busy preparing for Town & Country Days. Everything is lined up and ready for the weekend. Askelson is still working with Stenger’s to have dust control in Herold Court. Brief discussion regarding the upcoming sewer project and possible pavement in this area. The County will be in town to place gravel along 1st Street SE in the coming days, Council expressed they would like to see this done after the weekend’s events. Brown goods collection was very minimal, will possible schedule another in the fall. Discussed speed bumps on Lincoln Ave NE—nothing has been placed at this time. Douville is still spending extra time patrolling in the area and believes that may be working to slow traffic. Will continue to monitor the situation.

EDA/PARKS—Two frisbee golf “holes” have been placed at the Splash Park for practice. Douville will be donating frisbee disks for public use, they will be stored in the Splash Park Building. Mark Askelson hopes to have the remining frisbee golf course installed in the Heiberg Park area in the coming weeks. The EDA and Parks committee recommended to Council to move forward with the Survey at Otterson as quoted from Meadowland Surveying out of Detroit Lakes for a total of \$2,950. A separate rough estimate was given from Neset Survey out of Fargo of \$2,500. Council appreciated the full quote and written contract option received from Meadowland, MA/MB-m/s/p to approve and move forward. \$1,500 has already been donated towards the cost of this survey. It was noted that Danette Gwinn, with the rider’s club, has already been in contact with the County in regards to having the speed limit on Highway 29 lowered in this area and assisting the City in installing an approach/parking area. Discussed camping at Heiberg Park, has been a busy summer at the park. Discussed possible housing opportunities in town, city owned lots, dilapidated housing, and possible development of new affordable housing. The Norman County EDA is looking into grant programs to assist with this currently. Council agreed it is becoming necessary to be more aggressive at removing and redeveloping dilapidated houses in the area. Discussed hiring a building inspector and setting up a demolition fund for this in the coming year.

POLICE—Douville reported 97 calls for June, activity is picking us as per usual in the summer months. Reported on Fulltime Officer Camp, feels he is doing a good job and has no issues. Camp has now been employed for 6 months. Will work to set up a 6-month review. Part-Time position is still open.

FIRE/RESCUE—Lampton reported 1 fire call and 12 rescue calls for June. Fire department will have a busy weekend with the upcoming Town & Country Day festivities. Addressed the possibly making repairs and/or replacing the fire hall doors before winter.

FINANCIALS—Council given June financial statements, no comments or questions.

NEW BUSINESS—Clerk requested permission to replace all twelve Wimmer cabin mail boxes. Council had no issue. Also requested to begin making updates to the Community and Municipal Center bathrooms due to leaky toilets and stained flooring. Council requested price quotation on a full renovation for all restrooms.

FYI/OTHER—Budget discussion meeting set for 6:00PM September 12, 2022 to review general fund for proposed 2023 levy. Council notified of dates to file for November election (8/2 – 8/16). Bolton, Lampton and Fall current council seats are up for election this fall.

Meeting adjourned 8:02PM, MB/PB-m/s/p.

Attest: _____

Signed: _____

RACHEL JOHNSON, CLERK TREASURER

BENJAMIN FALL, MAYOR

WEDNESDAY, August 3, 2022 – TWIN VALLEY CITY COUNCIL

SPECIAL MEETING

Twin Valley Community Center – 5:30 PM

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

OTHERS: Kendell Harrell, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a special meeting to discuss current issues with operations at the Twin Valley Liquor Store on Wednesday, August 3, 2022. Mayor Fall called the meeting to order at 5:31PM.

Prior to meeting, Liquor Committee met with Harrell & Skaurud to discuss concerns with the management transition at the Liquor Store (7/19/2022). With no apparent remedies made by Harrell to the concerns addressed, the full Council discussed known issues with tardiness, responsibility, and dress code. Discussed recent attendance issues and other complaints. Meeting was closed at 6:05PM to discuss disciplinary action. (MA/PB- m/s/p to enter into closed, executive session). Meeting re-opened at 6:21PM. Fall explained the Council has made the decision to restructure the management of the Liquor Store into three positions—Financial Manager, Day Manager, and Night Manager. ML/PB-m/s/p to accept this change and revisit the decision after an evaluation in January 2023. ML/PB-m/s/p to demote Harrell to Night Manager with a change of duties and pay cut. Clerk will work with Skaurud and Harrell to design new positions, create a list of duties for each, and restructure the wage scale.

MA/ML-m/s/p to adjourn 6:49PM.

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

MONDAY, August 8, 2022 – 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, Kendell Harrell, Lori Skaurud, Melissa & Shawn Young, Tim Boe, Harold Allrich

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, August 8, 2022. Mayor Fall called the meeting to order at 7:00PM.

MONTHLY BUSINESS—ML/MA-m/s/p to approve the minutes as written for July. MB/PB-m/s/p to approve disbursements as listed below.

VENDOR	DESCRIPTION	AMOUNT
2ND TO NONE SEPTIC SOLUTIONS, LLC	Contracted Service	\$1,916.63
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
AED BRANDS, LLC	Operating Supplies	\$310.00
AMAZON	Operating Supplies	\$37.23
ARAMARK UNIFORM SERVICES	Contracted Service	\$212.88
ARVIG	Telephone/Internet	\$584.85
BANKCARD CENTER	Operating Supplies	\$658.39
BRAD FISCHER	Wimmer Deposit Reimbursement	\$188.05
BRADLEY J SCHULTZ	Repairs & Maintenance	\$174.59
BRENDA DOBMEYER	Reimbursement	\$57.95
CHOUNARD SERVICES	Contracted Service	\$120.00
COMMUNITY CO-OPS-Lake Park	Utility	\$1,914.41
CORBIN EXCAVATING, INC	Contracted Service	\$1,441.60
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$214.75
EFTPS-ONLINE	Payroll Taxes	\$3,319.38
FURTHER	Employee Benefit	\$641.71
GERRY'S FOODS, INC	Operating Supplies	\$606.27
HERITAGE PUBLICATIONS LLC	Advertising	\$500.00
HOBAN'S PLUMBING & HEATING	Contracted Service	\$1,180.41
KRJB FM RADIO	Advertising	\$290.00
LUNDE BLADE & GRAVEL, LLC	Contracted Service	\$1,326.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$46.42
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MJM NYSETVOLD INC.	Contracted Service	\$110.00
MN ASSOC. OF SMALL CITIES (MAOSC)	Miscellaneous Dues	\$445.35
MN DOR - PAYROLL TAX	Payroll Taxes	\$816.62
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$330.75
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$1,100.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$73.99
OTTERTAIL POWER CO.	Utility	\$2,479.08
P.E.R.A. - SDR DIVISION	Employee Benefit	\$4,690.61
PAYROLL	Wages	\$15,489.41
POMP'S TIRE SERVICE INC.	Repairs & Maintenance	\$642.48
PREMIUM WATERS	Contracted Service	\$21.69
RICHARD JOHNSON	Wimmer Deposit Reimbursement	\$210.26
SANFORD HEALTH PLAN	Employee Benefit	\$5,649.72
SELECT AG, INC.	Operating Supplies	\$537.12
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$84.10
USABLE LIFE	Employee Benefit	\$15.93
VERIZON WIRELESS	Telephone/Internet	\$209.49
	GENERAL TOTAL	\$48,833.15

A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$74.72
ARVIG	Telephone/Internet	\$113.52
BANKCARD CENTER	Operating Supplies	\$134.23
COMMUNITY CO-OPS-Lake Park	Utility	\$351.88
DEAN THORSEN	Reimbursement	\$16.87
EFTPS-ONLINE	Payroll Taxes	\$833.03
FURTHER	Employee Benefit	\$159.16
GARY LEDDING	Utility Reimbursement	\$100.00
HAWKINS, INC.	Operating Supplies	\$465.00
HERITAGE PUBLICATIONS LLC	Advertising	\$125.00
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$136.06
MN DOR - SALES & USE TAX	Sales Tax	\$120.00
OTTERTAIL POWER CO.	Utility	\$660.83
PAYROLL	wages	\$2,707.99
P.E.R.A. - SDR DIVISION	Employee Benefit	\$604.56
SANFORD HEALTH PLAN	Employee Benefit	\$1,989.40
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$10.82
USABLE LIFE	Employee Benefit	\$13.62
VERIZON WIRELESS	Telephone/Internet	\$32.95
	WATER TOTAL	\$8,823.07
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$74.72
ARVIG	Telephone/Internet	\$107.53
BANKCARD CENTER	Operating Supplies	\$122.24
COMMUNITY CO-OPS-Lake Park	Utility	\$90.33
DEAN THORSEN	Reimbursement	\$16.88
EFTPS-ONLINE	Payroll Taxes	\$832.93
FURTHER	Employee Benefit	\$159.15
GARY LEDDING	Utility Reimbursement	\$60.00
HERITAGE PUBLICATIONS LLC	Advertising	\$125.00
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$136.05
OTTERTAIL POWER CO.	Utility	\$258.95
PAYROLL	Wages	\$2,707.99
P.E.R.A. - SDR DIVISION	Employee Benefit	\$604.55
SANFORD HEALTH PLAN	Employee Benefit	\$1,989.44
SELECT AG, INC.	Operating Supplies	\$1,670.88
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$9.22
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$32.95
	SEWER TOTAL	\$9,185.84
GARY LEDDING	Utility Reimbursement	\$38.76
MN DOR - SALES & USE TAX	Sales Tax	\$765.00
NORMAN CO. DEMOLITION LANDFILL	Contracted Service	\$135.00
	GARBAGE TOTAL	\$938.76
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ARVIG	Telephone/Internet	\$310.29
BANKCARD CENTER	Operating Supplies	\$172.38
BERGSETH BROS.	Merchandise for Resale	\$5,239.15
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BOY SCOUT TROUP 655	Donation	\$150.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,081.97
CASH - CITY OF TWIN VALLEY	Starter Cash	\$1,900.00
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$717.00
COMMUNITY CO-OPS-Lake Park	Utility	\$54.76
D-S BEVERAGES	Merchandise for Resale	\$14,133.03
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$52.69
EFTPS-ONLINE	Payroll Taxes	\$2,402.42
ELECTRO WATCHMAN, INC.	Contracted Service	\$160.74

FURTHER	Employee Benefit	\$110.05
GERRY'S FOODS, INC	Merchandise for Resale	\$1,973.55
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$445.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$667.80
HENRY'S FOODS INC.	Merchandise for Resale	\$7,632.15
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$4,293.53
KRJB FM RADIO	Advertising	\$300.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$4,768.70
MINNESOTA SISTERS	Uniform	\$200.00
MN CHILD SUPPORT & COLLECTION	Wages	\$134.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$380.11
MN DOR - SALES & USE TAX	Sales Tax	\$5,929.00
OTTERTAIL POWER CO.	Utility	\$235.64
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$114.79
PAYROLL	Wages	\$9,522.99
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,480.87
PEPSI-COLA **	Merchandise for Resale	\$202.55
SANFORD HEALTH PLAN	Employee Benefit	\$1,949.68
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,042.98
SUZANNE MCDONALD	Entertainment for T&C	\$2,500.00
TODD'S LANDSCAPING	Contracted Service	\$3,000.00
USABLE LIFE	Employee Benefit	\$24.93
	LIQUOR TOTAL	\$73,511.33
MEADOWLAND SURVEYING	Contracted Service	\$2,950.00
	EDA TOTAL	\$2,950.00
	DISBURSEMENT TOTAL	\$144,242.15

COMMUNITY—ML/MA-m/s/p to approve two building permits – one for 410 Herold Court N to move in a pre-fabricated storage shed, and one for 214 Norman Ave NW to add on to existing entrance decking.

PUBLIC WORKS—Askelson informed Council that the Water Tower Painting Project is set to begin at the end of August. During this time, the water tower will be down for 2 weeks. This will only be an issue if the town loses power and the pumps shut off. There is a backup pressure tanker the City can rent for this possibility, costing \$5,000 per week. Council discussed options and probability of losing power for an extended period of time. Discussed backup generators as another option. The consensus of the board was to decline the backup tanker. Askelson will work on a contingency plan should anything happen during this time frame the City will be prepared to handle it. Fire Chief Lampton will also be made aware of the dates to have mutual aid lined up in the event of any fires.

Askelson requested permission to look into putting down concrete and heating the storage building along Highway 32 to store the payloaders during the winter months. Will bring quotes to a future meeting. There have been a few leaks at the splash park that are being addressed this week, should be back up and running as normal in 24 hours.

EDA/PARKS—Mark Askelson updated Council on EDA/Parks Committee meeting information. Committee is still working on putting together the Frolf course. Resident Dudley Wells was into the meeting to talk with the committees about frolf and to offer a possible donation if needed. Wells may also be available this winter to spend some time supervising at the skating rink. There was brief mention of the necessity of a rink liner, which the committee had been looking into previously, since the rink froze well and held last winter without.

NEW BUSINESS—Council reviewed application for an on-sale liquor license received from Shawn Young, DBA Young's Café. The Young's have been working in the old 'Horseshoe' bar along Main Ave W and would like to reopen that as a bar area, in conjunction with their café. Tentative hours will be extended on Thursday-Saturday. All the required documents are on file in the Clerk's office, and the background check on Mr. Young came back clear of any issues. It was noted that the only employees will be Mr. & Mrs. Young and possibly their daughter once she turns 18 alleviating the state requirement for worker's compensation insurance. MA/PB-m/s/p to approve liquor license. Mrs. Young also asked about the water shut off valve on the sidewalk outside the building, it has become a tripping hazard. Public Works will be notified.

Council also received a vendor request from Steffani Pederson, DBA Chatty Bells, to sell ice cream from a mobile food unit in town. PB/ML-m/s/p

MB/MA-m/s/p to purchase 6 new council chairs. Quotes for remodeling the restroom areas are not complete yet and will be presented at a future meeting. Quotes will also be requested for repairing and replacing community center doors and door seals.

LIQUOR—Skaurud and Harrell updated Council on events. Town & Country Day’s sales were down from last year, however July as a whole was only down from 2021 roughly \$2,000. Security system has been updated, still waiting on gutters for over the door. Food sales are up and the fryer has been working without issues. Harrell is working on organizing some new events and food specials. Previous bartender, Sara Piche, will be returning to work some Wednesdays to help cover shifts as needed.

The restructuring of the liquor store management team is still in progress. A couple of wage scale changes and options were presented to the Council to think on. More information will be available at a future meeting.

POLICE—Douville reported 85 calls for July. Douville has given Officer Camp his six-month review, which was positive.

FIRE—Lampton reported 0 fire calls and 15 rescue calls. The Department was awarded \$2,500 in a matching 50/50 grant from the DNR—there will be a contract coming at the end of the month. The annual funding notice from PERA for the firefighter plan was also presented. The fund still shows a surplus of \$167,013 with a funding ratio of 162.26%.

FINANCIALS—July financial statements given to Council for review, no questions or concerns heard. Local Government Aid amounts for 2023 were released, Twin Valley is set to receive \$345,558.

FYI/OTHER—Council agreed to move regular September Meeting and Budget work session from Monday 9/12 to Monday 9/19 at 6:00PM. Will plan to discuss departmental needs and main capital expenses planned. Councilmember Bolton addressed the need to review Police wages, expressing concerns with retention.

Meeting adjourned 8:18PM, MB/MA-m/s/p.

Attest: _____

Signed: _____

RACHEL JOHNSON, CLERK TREASURER

BENJAMIN FALL, MAYOR

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**MONDAY, September 19, 2022 – TWIN VALLEY CITY COUNCIL
PRELIMINARY 2023 GENERAL FUND BUDGET REVIEW
Twin Valley Community Center – 6:00 PM**

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

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a budget works session to discuss setting the proposed tax levy for 2023 on Monday, September 19, 2022. Mayor Fall called the session to order at 6:00 PM.

Council reviewed current general fund budget alongside receipts and disbursements for the current year. Discussed capital needs for the next year to possibly include a new snow plow and/or truck for the public works department, or the cost of repairs necessary to keep the current equipment running. Discussed other equipment future needs for the police and fire department. Reviewed current reserves for the purchase of equipment. Council discussed wages with the current resignation of both Douville and Camp on the table. It was noted that a large increase in police wages may be necessary to retain the department. Discussed the effect raising the police wages will have on the wage current wage scale for all employees. PB/ML-m/s/p to set the proposed levy at an increase of 15%, with the hopes of being able to decrease this before the final levy is set in December. The Council will hold a Truth in Taxation hearing prior to setting the final tax levy on Monday, December 12, 2022. Work session closed at 7:01PM, MB/ML-m/s/p.

**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, Kendell Harrell, Lori Skaurud, Kim Myers, Kelsey Merkens, Jess Riepe

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, September 19, 2022. Mayor Fall called the meeting to order at 7:01PM.

ADDITIONS TO AGENDA—MB/ML-m/s/p to approve two additions to agenda 1) EDA Loan Approval, and 2) Communication Concerns.

MONTHLY BUSINESS—MA/ML-m/s/p to approve minutes for August as written. MB/MA-m/s/p to approve disbursements totaling \$162,061.25 as detailed below.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
ANDERS VALLEY PUBLISHING, LLC	Publishing	\$29.25
ARAMARK UNIFORM SERVICES	Contracted Service	\$235.24
ARVIG	Telephone / Internet	\$581.92
BANKCARD CENTER	Operating Supplies	\$717.86
COMMUNITY CO-OPS-Lake Park	Utility	\$1,804.66
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$134.22
EFTPS-ONLINE	Payroll Taxes	\$5,110.56
FURTHER	Employee Benefit	\$1,217.92
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$191.86
JULIN LAW OFFICE, PLLC	Professional Fee	\$30.00
KRJB FM RADIO	Advertising	\$270.00
LEAGUE OF MN CITIES INS TRUST	Insurance	\$500.77
MARCO TECHNOLOGIES LLC	Contracted Service	\$75.29
MATRIX TRUST COMPANY	Employee Benefit	\$82.50
MJM NYSETVOLD INC.	Repairs & Maintenance	\$978.44
MN DOR - PAYROLL TAX	Payroll Taxes	\$1,222.52
MN FIRE SERVICE CERTIFICATION BOARD	Training	\$360.00
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$410.79
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$30.00
OTTERTAIL POWER CO.	Utility	\$138.34
PAYROLL	Wages	\$24,102.18
P.E.R.A. - SDR DIVISION	Employee Benefit	\$6,812.45
PREMIUM WATERS	Contracted Service	\$21.69
TACTICAL SOLUTIONS	Operating Supplies	\$74.00
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$203.48
USABLE LIFE	Employee Benefit	\$23.82
VERIZON WIRELESS	Telephone / Internet	\$383.55
GENERAL FUND TOTAL		\$46,423.34
BREMER BANK	Bond Repayment	\$24,989.50
BOND FUND		\$24,989.50
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$69.42
ARVIG	Telephone / Internet	\$113.52
BANKCARD CENTER	Operating Supplies	\$51.13
COMMUNITY CO-OPS-Lake Park	Utility	\$349.36
DEAN THORSEN	Travel Reimbursement	\$38.75
EFTPS-ONLINE	Payroll Taxes	\$1,262.44
FURTHER	Employee Benefit	\$296.07
GOPHER STATE ONE-CALL	Contracted Service	\$6.05
LEAGUE OF MN CITIES INS TRUST	Insurance	\$73.13
MATRIX TRUST COMPANY	Employee Benefit	\$108.75
MID-AMERICAN RESEARCH CHEMICAL CORP	Operating Supplies	\$112.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$208.37
MN DOR - SALES & USE TAX	Sales Tax	\$147.00
MN RURAL WATER ASSN.	Training & Registration	\$255.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$25.00
OTTERTAIL POWER CO.	Utility	\$14.57
PAYROLL	Wages	\$4,158.95
P.E.R.A. - SDR DIVISION	Employee Benefit	\$868.41
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$71.64
USABLE LIFE	Employee Benefit	\$19.54
VERIZON WIRELESS	Telephone / Internet	\$65.81
WATER FUND		\$8,416.34
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$69.42

ARVIG	Telephone / Internet	\$107.53
BANKCARD CENTER	Operating Supplies	\$32.05
COMMUNITY CO-OPS-Lake Park	Utility	\$13.33
DEAN THORSEN	Travel Reimbursement	\$38.75
EFTPS-ONLINE	Payroll Taxes	\$1,262.30
FURTHER	Employee Benefit	\$296.05
GOPHER STATE ONE-CALL	Contracted Service	\$6.05
LEAGUE OF MN CITIES INS TRUST	Insurance	\$73.13
MATRIX TRUST COMPANY	Employee Benefit	\$108.75
MID-AMERICAN RESEARCH CHEMICAL CORP	Operating Supplies	\$658.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$208.32
OFFICE SUPPLIES PLUS*	Operating Supplies	\$20.08
OTTERTAIL POWER CO.	Utility	\$32.95
PAYROLL	Wages	\$4,158.95
P.E.R.A. - SDR DIVISION	Employee Benefit	\$868.37
RMB ENVIRONMENTAL LABS, INC.	Operating Supplies	\$32.67
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$55.87
USABLE LIFE	Employee Benefit	\$19.53
VERIZON WIRELESS	Telephone / Internet	\$65.81
	SEWER FUND	\$8,228.84
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$11,906.70
MN DOR - SALES & USE TAX	Sales Tax	\$976.00
	GARBAGE FUND	\$12,882.70
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ARVIG	Telephone / Internet	\$313.12
BANKCARD CENTER	Operating Supplies	\$833.24
BERGSETH BROS.	Merchandise for Resale	\$3,778.85
BEVERAGE WHOLESALERS	Merchandise for Resale	\$718.50
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,165.88
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$467.00
COMMUNITY CO-OPS-Lake Park	Utility	\$55.21
D-S BEVERAGES	Merchandise for Resale	\$11,000.96
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$118.47
EFTPS-ONLINE	Payroll Taxes	\$3,155.87
FURTHER	Employee Benefit	\$688.50
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$289.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$641.20
HENRY'S FOODS INC.	Merchandise for Resale	\$7,055.38
HERITAGE PUBLICATIONS LLC	Advertising	\$319.00
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$2,600.67
LEAGUE OF MN CITIES INS TRUST	Insurance	\$104.97
LORI J. SKAURUD	Reimbursement	\$85.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$4,970.60
MN CHILD SUPPORT & COLLECTION	Wages	\$67.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$444.35
MN DOR - SALES & USE TAX	Sales Tax	\$4,529.00
MN MUNICIPAL BEVERAGE ASSN.	Merchandise for Resale	\$600.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$38.53
OTTERTAIL POWER CO.	Utility	\$991.54
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$117.48
PAYROLL	Wages	\$12,546.69
P.E.R.A. - SDR DIVISION	Employee Benefit	\$2,151.79
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$975.86
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$42.36
USABLE LIFE	Employee Benefit	\$26.43
	LIQUOR FUND	\$61,120.53
	DISBURSEMENT TOTAL	\$162,061.25

COMMUNITY—Kim Meyers and Kelsey Merkens from Norman-Mahnomen Public Health attended Council Meeting to propose the City adopt a new policy or ordinance to require any alcohol server in the City of Twin Valley to have responsible beverage training. The proposal reads as follows-- ***Mandatory alcohol server training:*** *The city of Twin Valley mandates that all sellers and servers of alcoholic beverages including liquor establishments and restaurants shall receive responsible beverage server training on an annual basis. New staff shall become*

certified within 6 months of hire date. Persons successfully completing an approved server course will receive a training certificate card that shall remain on file with said establishment for the certification period. Server training must be approved by the Minnesota Department of Public Safety Alcohol and Gambling Enforcement Division. A grace period of 30 days shall be allowed from time of certificate expiration until recertification. Council members all agreed that they would like to see this adopted as a city-wide ordinance instead of an internal policy, to require any establishment inside City limits that has a liquor license to abide by. Clerk will have City attorney review language and move forward with the ordinance adoption process. A first reading is tentatively scheduled for the October meeting, 10/10/22.

MB/MA-m/s/p to approve building permits for a 12' x 16' mobile storage unit to be placed at 304 Lincoln Ave NW, and a 22' x 12' deck to be built at 203 2nd St NW.

LIQUOR—Harrell updated Council on previous and upcoming events. Gross sales for August were \$50,439.25, up roughly \$500 from 2021. Harrell is working on new food specials and staying on top of the Facebook page to continue to promote the Liquor Store. Third quarter inventory will be completed in the coming month. Brief discussion on THC edibles. Skaurud is still helping Harrell as she is able. Council agreed it was ok to continue with the management team working as is at the Liquor Store while Skaurud deal with personal items. Restructuring the management team will continue to be tabled at this time. Harrell was questioned on the status of his driver's license. At this time, no changes have been made. Council addressed concerns.

PUBLIC WORKS—Askelson brought forward estimates for improvements to the city storage shed along Highway 32. Concrete is estimated to cost \$4,000 from Green Construction, Nysetvold estimates between \$2,000 and \$2,500 for all electrical work, and the estimated cost of a heater is \$4000-\$4,500. Councilmember Bekkerus expressed concerns over the cost and necessity of these updates. Askelson explained that the current city shop is packed in the winter with equipment as is. MA/MB-m/s/p (PB opposing) to spend up to \$12,000 on these improvements. Brief discussion on current budgeted Capital Outlay funds that can be used towards this project.

Maguire Iron is in town working on cleaning and repainting the city water tower. The tower is expected to be down for up to three weeks. Askelson is monitoring the city water pressure from the wells and has requested the bulk water usage be stopped for the time being. Normal pressure with the tower operating is around 55-60 pounds of pressure. Current pressure is at 38 pounds, which does not appear to be causing any problems. Askelson does have the ability to draw water directly from the city wells without going through the treatment processing in the event of a fire emergency.

Askelson addressed Public Works employee Thorsen's lack of Class B driver's license. Thorsen has worked with the City for three years, and according to the current wage scale in place, he is at top pay. Askelson requested Council direction in terms of disciplinary action to take in regards to lack of this requirement. Current policy states a verbal warning must be given first, followed by a written warning, and if necessary, suspension. Thorsen is required to obtain a Class B Driver's License to operate the current city snow plow. Askelson will take action and report back to council as necessary. Council asked that policy in regards to wage scale be reviewed to prevent employees from reaching top pay without the proper employment requirements being reached.

EDA/PARKS—Councilmember Askelson asked for Council permission to approve EDA loan to Hunter Pederson with Wild Rice Insurance Agency for \$10,000 to be used as a down payment on the purchase of the old chiropractic building on 4th ST NW. MB/ML-m/s/p to approve loan for a term of 5 years with 6.5% annual percentage rate.

POLICE—Prior to meeting, Council received copies of resignations from both Chief Douville and Officer Camp. MB/Ma-m/s/p to accept resignation from Office Camp, wishing him well on future endeavors. Council previously discussed options for the City in regards to the Police Department at Budget Meeting, noting a wage increase would likely be necessary to hire new employees. Council felt it was important to try and retain Chief Douville, rather than offering a higher wage to possible prospective applicants. Discussed possibility of changing police coverage for the City to no longer have 24 hour coverage, if unable to hire additional officers to fill positions. MB/ML-m/s/p to offer Douville \$35.00 per hour, with no additional compensation for on call time, to retain position. Discussion on possible impact to tax payers within the City. Councilmember Bolton voiced that he felt this was the best action for the city as a whole, and all council agreed they were open to hearing any public comment. Douville was not present at meeting at this time, Council agreed to table further discussion until he was able to return.

FIRE/RESCUE—Lampton reported 1 fire call and 16 rescue calls for August. MA/PB-m/s/p to approve sending two members of the rescue squad to training in Mahnomen October 14th and 15th. Council reviewed new volunteer application to the fire department and accompanying background report. MB/MA-m/s/p to table application until Lampton has a chance to discuss previous misdemeanor charges with applicant.

FINANCIALS—August financial statement distributed to Council. No questions or concerns addressed.

2023 BUDGET & LEVY— Councilmember Bekkerus motioned to increase the tax levy a proposed \$27,401 and introduce the following resolution setting the proposed tax levy for 2023, seconded by Councilmember Askelson the following resolution was passed.

RESOLUTION 2022—08
A RESOLUTION ADOPTING THE 2023 PROPOSED TAX LEVY FOR THE CITY OF TWIN VALLEY 2023 FISCAL YEAR

WHEREAS, the Twin Valley City Council has reviewed the current General Fund Budget for the 2022 Fiscal Operating Year and has determined that a proposed percentage of ten percent (15%) 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 2023 Levy to the Norman County Auditor by September 30, 2022; and
WHEREAS, the City of Twin Valley will hold a final tax levy hearing at 6:30 PM on December 12, 2022; 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 2023 Collectible year, upon taxable properties in the City of Twin Valley, for the following purposes:

GENERAL FUND	\$ 210,076
2019 Utility Revenue & Refunding	\$ 22,000
LONG TERM CAPITAL FUND	\$ 10,000
TOTAL PROPOSED LEVY	\$ 242,076

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 19th day of September, 2022.

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

NEW BUSINESS—MA/PB-m/s/p to approve \$450.00 donation to Dollars for Scholars to support fall sports. Councilmember Askelson asked that City staff present updates to Council on a weekly or bi-weekly basis, to stay on top of happenings in the City that not all council may be aware of. Clerk will facilitate updates to stay in compliance with the open meeting law.

POLICE CONT.—Chief Douville returned to meeting. Reported 75 calls for August, has been busy with a lot of incidents throughout town. Council gave Douville offer of \$35/hour to stay as chief, would like to give Douville time to make a decision. A special meeting was called for Thursday, September 22, 2022 at 6:00PM to discuss offer given to Douville, as well as changes necessary to the current wage scale that may become necessary.

Council meeting adjourned 9:09PM, PB/MA-m/s/p.

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

THURSDAY, September 22, 2022 – TWIN VALLEY CITY COUNCIL
SPECIAL MEETING
Twin Valley Community Center – 6:00 PM

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

OTHERS: Jason Douville, Jess Riepe

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a special meeting to discuss the Twin Valley Police Department and Employee wages on Thursday, September 22, 2022. Mayor Fall called the session to order at 6:00 PM.

Officer Douville thanked Council for the offer and agreed to rescind resignation letter with the following requests—a commitment from the City Council to continue to operate a police department for a minimum of five years, and the ability to continue accruing vacation hours above the maximum allowable while he is unable to take vacation days due to short staffing.

MA/ML-m/s/p to introduce the following resolution for adoption.

RESOLUTION 2022—09
A RESOLUTION EXPRESSING THE COMMITMENT OF THE CITY COUNCIL TO MAINTAINING A POLICE DEPARTMENT WITHIN THE CITY OF TWIN VALLEY

BE IT RESOLVED, that the Twin Valley City Council recognizes that maintaining a local police department is a valuable asset to the City of Twin Valley and its citizens, and therefore commits to its full support of this department for a minimum of five years, or for so long as the city is fiscally and responsibly able.

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 22nd day of September, 2022.

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

MA/ML-m/s/p to set police chief wage at \$35.00/hour effective 10/2/22, and allow Chief to retain accumulated vacation hours in excess of the maximum allowable due to current staffing levels, with the option of carry over or pay out at year end.

ML/PB-m/s/p to advertise for Full-Time Police Office Position.
MB/ML-m/s/p to offer Full-Time wages between \$23.80 - \$28.00 dependent on qualification.
ML/MA-m/s/p to retain officer Adam Camp as a part-time/fill in officer at \$23.94/hour.

Discussion on updating wage scale for remaining City staff in concurrence with new Police Officer set wages. Discussed cost of living increase set for 2023 and budgeting. Discussed Local Government Aid and the need to be urging legislators to continue pushing for increases. No action taken on 2023 wage scale for remaining City employees at this time.

Meeting adjourned 7:20PM, MB/ML-m/s/p.

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

MONDAY, October 10, 2022 – TWIN VALLEY CITY COUNCIL
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM

MEMBERS: Paul Bekkerus, Michael Bolton, Ben Fall, Mike Lampton. **ABSENT:** Mark Askelson
OTHERS: Kris Carlson, Jason Douville, Kendell Harrell, Connie Hamernik

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, October 10, 2022. Mayor Fall called the meeting to order at 7:00PM.

MONTHLY BUSINESS—ML/PB-m/s/p to approve September minutes as written. MB/ML-m/s/p to approve disbursements totaling \$117,540.04 as detailed below.

VENDOR	DESCRIPTION	AMOUNT
2ND TO NONE SEPTIC SOLUTIONS, LLC	Contracted Service	\$1,417.34
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
		2995

ADA BUILDING CENTER, INC.	Repair & Maintenance	\$450.00
AMAZON	Outlay	\$555.75
ANDERS VALLEY PUBLISHING, LLC	Publishing	\$50.00
ARAMARK UNIFORM SERVICES	Contracted Service	\$329.85
ARVIG	Telephone/Internet	\$575.69
BANKCARD CENTER	Operating Supply	\$619.02
COMMUNITY CO-OPS-Lake Park	Utility	\$1,446.94
EFTPS-ONLINE	Payroll Taxes	\$3,359.33
FURTHER	Employee Benefit	\$494.61
GREATER NORTHWEST EMS	Training/Registration	\$280.00
JULIN LAW OFFICE, PLLC	Legal Services	\$90.00
KRJB FM RADIO	Advertising	\$270.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$46.42
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MIDSTATES WIRELESS, INC.	Repair & Maintenance	\$22.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$863.13
NORMAN COUNTY ATTORNEY'S OFFICE	Legal Services	\$550.00
OTTERTAIL POWER CO.	Utility	\$1,292.36
PAYROLL	Wages	\$16,167.15
P.E.R.A. - SDR DIVISION	Employee Benefit	\$4,568.75
PREMIUM WATERS	Contracted Service	\$22.76
SANFORD HEALTH PLAN	Employee Benefit	\$4,670.37
TRITECH SOFTWARE SYSTEMS	Contracted Service	\$150.00
TWIN VALLEY HARDWARE	Repair & Maintenance	\$56.96
USABLE LIFE	Employee Benefit	\$23.82
VERIZON WIRELESS	Telephone/Internet	\$35.01
WINTER REPAIR	Equipment	\$669.99
	GENERAL TOTAL	\$39,262.28
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$86.62
ARVIG	Telephone/Internet	\$113.27
BANKCARD CENTER	Operating Supply	\$691.10
COMMUNITY CO-OPS-Lake Park	Utility	\$319.10
DEAN THORSEN	Travel Reimbursement	\$61.85
EFTPS-ONLINE	Payroll Taxes	\$936.08
FURTHER	Employee Benefit	\$163.16
HAWKINS, INC.	Operating Supply	\$615.70
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$157.98
MN DOR - SALES & USE TAX	Sales Tax	\$90.00
OTTERTAIL POWER CO.	Utility	\$1,056.10
PAYROLL	Wages	\$3,032.47
P.E.R.A. - SDR DIVISION	Employee Benefit	\$631.36
SANFORD HEALTH PLAN	Employee Benefit	\$1,254.90
TWIN VALLEY HARDWARE	Repair & Maintenance	\$30.86
USABLE LIFE	Employee Benefit	\$19.54
	WATER TOTAL	\$9,433.52
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$86.62
ARVIG	Telephone/Internet	\$107.28
COMMUNITY CO-OPS-Lake Park	Utility	\$17.57
EFTPS-ONLINE	Payroll Taxes	\$936.06
FURTHER	Employee Benefit	\$163.15
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$157.94
OTTERTAIL POWER CO.	Utility	\$344.46
PAYROLL	Wages	\$3,032.47
P.E.R.A. - SDR DIVISION	Employee Benefit	\$631.34
RMB ENVIRONMENTAL LABS, INC.	Contracted Service	\$147.03
SANFORD HEALTH PLAN	Employee Benefit	\$1,254.90
TWIN VALLEY HARDWARE	Repair & Maintenance	\$13.01
USABLE LIFE	Employee Benefit	\$19.53

		SEWER TOTAL	\$7,084.79
BANKCARD CENTER	Operating Supply		\$53.43
MN DOR - SALES & USE TAX	Sales Tax		\$784.00
		GARBAGE TOTAL	\$837.43
A.F.L.A.C. WEST REGION	Employee Benefit		\$28.08
ANDERS VALLEY PUBLISHING, LLC	Advertising		\$85.00
ARVIG	Telephone/Internet		\$309.97
BANKCARD CENTER	Operating Supply		\$60.24
BERGSETH BROS.	Merchandise for Resale		\$1,974.85
BEVERAGE WHOLESALERS	Merchandise for Resale		\$124.75
BNG TECHNOLOGIES, LLC	Contracted Service		\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale		\$2,383.06
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale		\$371.00
COMMUNITY CO-OPS-Lake Park	Utility		\$89.22
D-S BEVERAGES	Merchandise for Resale		\$6,311.49
ECOLAB PEST ELIMINATION DIVISION	Contracted Service		\$52.69
EFTPS-ONLINE	Payroll Taxes		\$2,446.73
FURTHER	Employee Benefit		\$356.75
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale		\$323.50
HEGGIES PIZZA, LLC	Merchandise for Resale		\$1,697.95
HENRY'S FOODS INC.	Merchandise for Resale		\$5,481.08
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale		\$4,955.91
KENDELL HARRELL	Reimbursement		\$25.00
MARIBEL ROSALES	Reimbursement		\$27.67
McKINNON COMPANY, INC.	Merchandise for Resale		\$1,466.70
MN DOR - PAYROLL TAX	Payroll Taxes		\$350.22
MN DOR - SALES & USE TAX	Sales Tax		\$4,996.00
NCE-DOLLARS FOR SCHOLARS	Donation		\$450.00
OTTERTAIL POWER CO.	Utility		\$933.40
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service		\$117.48
PAYROLL	Wages		\$9,533.25
P.E.R.A. - SDR DIVISION	Employee Benefit		\$1,574.15
PEPSI-COLA **	Merchandise for Resale		\$203.95
SANFORD HEALTH PLAN	Employee Benefit		\$2,313.22
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale		\$1,306.56
TWIN VALLEY HARDWARE	Repair & Maintenance		\$56.97
USABLE LIFE	Merchandise for Resale		\$26.43
		LIQUOR TOTAL	\$50,633.27
JULIN LAW OFFICE, PLLC	Legal Services		\$288.75
WILD RICE INSURANCE AGENCY, LLC	Loan		\$10,000.00
		EDA TOTAL	\$10,288.75
		DISBURSEMENT TOTAL	\$117,540.04

ORDINANCE—Council reviewed final draft of proposed ordinance 112.32(g) to require mandatory alcohol server training for all sellers/servers of alcohol within the City of Twin Valley. Councilmember Lampton motioned to approve ordinance as written, seconded by Councilmember Bolton, the following resolution was introduced and passed.

RESOLUTION 2022—10
A RESOLUTION TO AMEND TITLE XI, CHAPTER 112 LIQUOR REGULATIONS, SECTION 32 CONDITIONS OF LICENSE

WHEREAS, the City Council for the City of Twin Valley believes it is important for all sellers and servers of alcoholic beverages, to include liquor establishments and restaurants, shall receive responsible beverage server training annually; and

WHEREAS, proper notice of proposed ordinance was published in the Twin Valley Times as of October 5, 2022 and after a final reading on said proposed ordinance no opposition was heard.

THEREFORE, BE IT RESOLVED, the City of Twin Valley does hereby amend Twin Valley City Ordinance 112.32 with the addition to read as follows— (G) ***Mandatory alcohol server training:** All sellers and servers of alcoholic beverages, to include liquor establishments and restaurants, shall receive responsible beverage server training annually. It is required that:*

(1) Any new staff shall become certified within six (6) months of hire date.

- (2) Persons successfully completing an approved server course will receive a training certificate card that shall remain on file with said establishment for the certification period. A copy of which must also be forwarded to the City of Twin Valley.*
- (3) A grace period of 30 days shall be allowed from time of certificate expiration until recertification.*
- (4) All server training must be approved by the Minnesota Department of Public Safety Alcohol and Gambling Enforcement Division.*

Upon a roll call vote the following members voted in favor: Paul Bekkerus, Mike Bolton, Mike Lampton, and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 10th day of October, 2022.

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

ULTEIG—Engineer Kris Carlson attended meeting to update Council on upcoming wastewater project. A letter of non-concurrence was received from the USDA-RD which Carlson is currently working to correct. At this time USDA-RD does not have any funding, so the project is at a stand still until funds are received from the federal government. Carlson explained that there is a lot of work built into this project, to completely rehab all structures and ponds at once, to not have to revisit this project again in 10 years. This project will be the last piece of infrastructure that has not been rehabbed in the City of Twin Valley. Current project estimated cost is \$5.2 Million, however there are multiple alternate options if USDA-RD does not approve. Discussed briefly the main concern of the pond liner floating and being exposed to the elements. Carlson will update Council again once any new information is received from the USDA-RD.

LIQUOR—MB/ML-m/s/p to approve hire of new bartender Jess Myers, pending background check. Harrell requested council approval to replace existing pizza freezer with a new upright model, with increase space. Two options were presented, a 54x31 and a 27x31 for \$4,600 and \$3,100 respectively. MB/PB-m/s/p to purchase the larger of the two. Updated council on upcoming events and specials. Liquor Store will be open on Sunday 10/30 for the Vikings Game. Harrell was questioned on the status of his driver’s license. Harrell expects to have this by the following Friday. Council briefly discussed the restructuring of the Liquor Store Management team. The Liquor Committee hopes to meet with Harrell and Skaurud before the November meeting with a suggestion.

PUBLIC WORKS—Askelson was not available to attend meeting. Johnson relayed that the water tower painting project is coming to an end and the tower should be filled by week end. Discussed MNDOT snow removal contract rates for the upcoming snow removal season. Council requested equipment rates and employee labor rates be increased to at least cover actual cost. Discussion in regards to employee Thorsen obtaining Class B driver’s license. It was noted that the City intends to pay for the required classes and testing so long as Thorsen remains employed for at least 3 years after license is obtained. Mayor Fall addressed concerns over employee Thorsen not feeling as though he has the authority to handle certain situations without explicit approval from Askelson. Fall would like to see the public works department work more as a team, giving Thorsen the Council’s explicit permission to handle such things as fallen tree removal and plumbing/repair issues at the liquor store or other city buildings. All Councilmembers in attendance were in concurrence. Fall will look for a time to schedule a special meeting to discuss his concerns with the Public Works department employees.

POLICE—Douville reported 62 calls for September. Requested permission to promote current part time officer Bentley to a temporary full-time position. Douville doesn’t anticipate this will be a long-term solution and plans to keep the full-time position open as well. MB/ML-m/s/p to offer Bentley \$25.20 per hour with full time benefits, with a 6-month probationary period, after which a possible wage increase of 5% will be considered. Douville presented Council with quote for a 2023 1500 SSV Crew Cab 4x4 Dodge, from Kelly’s Chrysler in Ada, with the government contract price of \$42,315. Noted our current squad car is 5 years old, a year older than we normally replace at. Douville has reviewed the cost for other squad vehicles, with this option being the cheapest. MB/PB-m/s/p giving Douville approval to move forward with purchase as he is able. Douville will work on getting an estimate together for equipment that will be needed for this new vehicle.

FIRE/RESCUE—Lampton reported 1 fire call and 16 rescue calls since the September meeting. Reviewed background information on fire department applicant, council agreed to deny application at this time with concerns over background. Lampton also reported that he is looking into a possible OSHA grant to purchase a new infrared camera and gas detector.
Councilmember Bekkerus left meeting 8:22PM.

FINANCIALS—Council given financial statements for review, to include outstanding indebtedness and investment balances. No questions or concerns addressed.

NEW BUSINESS—MB/ML-m/s/p to approve \$100.00 donation from the water fund to go to Norman County East Schools, to support upcoming Musical.

MB/ML-m/s/p to approve gambling permit with no waiting period as requested from the Wild Rice Conservation Club for their annual supper to be held at the Twin Valley Community Center on Saturday, January 28, 2022.

MB/ML-m/s/p to not waive tort limits for the League of Minnesota Cities property and liability insurance renewal for 2023.

MB/ML-m/s/p to deny building permit application to install a wood burning boiler system on a concrete slab at 115 Main Ave W, noting that the Council did not wish to encourage nuisance and hazardous smoke in the area of Main Street.

Council was provided with two options for the purchase of a replacement snow plow for the City, to review and discuss at a future meeting.

MB/ML-m/s/p to adjourn meeting at 8:35PM.

Attest: _____

Signed: _____

RACHEL JOHNSON, CLERK TREASURER

BENJAMIN FALL, MAYOR

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MONDAY, November 14, 2022 – 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, Kendell Harrell, Connie Hamernik

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, November 14, 2022. Mayor Fall called the meeting to order at 7:00PM.

MONTHLY BUSINESS—ML/PB-m/s/p to approve October minutes as written. BM/MA-m/s/p to approve disbursements totaling \$245,148.03 as detailed below.

Vendor	Description	Amount
2ND TO NONE SEPTIC SOLUTIONS, LLC	Contracted Service	\$708.67
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
ANDERS VALLEY PUBLISHING, LLC	Publishing	\$63.38
ARAMARK UNIFORM SERVICES	Contracted Service	\$247.54
ARVIG	Telephone/Internet	\$577.50
BANKCARD CENTER	Operating Supplies	\$550.68
COMMUNITY CO-OPS-Lake Park	Utility	\$1,427.41
DUSTY GREEN, OWNER	Contracted Service	\$3,584.00
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$134.22
EFTPS-ONLINE	Employee Benefit	\$2,635.80
FURTHER	Employee Benefit	\$494.61
GALLS, LLC*	Uniform Expense	\$312.02
MARCO TECHNOLOGIES LLC	Contracted Service	\$46.42
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MICHAEL BOLTON, OWNER	Operating Supplies	\$55.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$957.96
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Service	\$550.00
NW REGIONAL FIREFIGHTERS ASSN	Miscellaneous Dues	\$50.00
OTTERTAIL POWER CO.	Utility	\$2,220.31
PAYROLL	Wages	\$14,771.64
P.E.R.A. - SDR DIVISION	Employee Benefit	\$5,030.69
PREMIUM WATERS	Contracted Service	\$5.76
SANFORD HEALTH PLAN	Employee Benefit	\$1,656.61
TRI-STATE DIVING	Contracted Service	\$341.30
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$28.82
TWIN VALLEY PHARMACY	Operating Supplies	\$6.19
TWIN VALLEY POSTMASTER	P.O. Box Rent	\$90.00
USABLE LIFE	Employee Benefit	\$23.82
VERIZON WIRELESS	Telephone/Internet	\$382.31
WEBBER FAMILY MOTORS & QUICKLANE	Repairs & Maintenance	\$428.88
YOUNG'S CAFE	Reimbursement - License Fee	\$750.00

	General Fund Total	\$38,316.57
MAGUIRE IRON, INC.	Contracted Service	\$63,725.00
	Water Tower Repair Fund Total	\$63,725.00
NORTHVIEW BANK	Bond Interest & Principal	\$64,144.50
	2012A Bond Fund Total	\$64,144.50
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ADA BUILDING CENTER, INC.	Repairs & Maintenance	\$54.90
ANDERS VALLEY PUBLISHING, LLC	Operating Supplies	\$116.44
ARAMARK UNIFORM SERVICES	Contracted Service	\$73.77
ARVIG	Telephone/Internet	\$113.27
BANKCARD CENTER	Operating Supplies	\$271.09
COMMUNITY CO-OPS-Lake Park	Utility	\$456.10
CORE & MAIN LP	Repairs & Maintenance	\$2,893.59
DUSTY GREEN, OWNER	Contracted Service	\$2,175.00
EFTPS-ONLINE	Payroll Taxes	\$870.85
FURTHER	Employee Benefit	\$163.16
GOPHER STATE ONE-CALL	Contracted Service	\$50.00
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$366.54
MN DOR - SALES & USE TAX	Sales Tax	\$109.00
NORMAN CO. EAST SCHOOL-#2215	Donation	\$100.00
OTTERTAIL POWER CO.	Utility	\$2,001.29
PAYROLL	Wages	\$2,655.10
P.E.R.A. - SDR DIVISION	Employee Benefit	\$598.96
RMB ENVIRONMENTAL LABS, INC.	Professional Service	\$20.69
SANFORD HEALTH PLAN	Employee Benefit	\$749.87
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$103.43
USABLE LIFE	Employee Benefit	\$19.54
VERIZON WIRELESS	Telephone/Internet	\$65.70
	Water Fund Total	\$14,201.72
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$73.77
ARVIG	Telephone/Internet	\$107.28
COMMUNITY CO-OPS-Lake Park	Utility	\$159.58
EFTPS-ONLINE	Payroll Taxes	\$870.76
FURTHER	Employee Benefit	\$163.15
GOPHER STATE ONE-CALL	Contracted Service	\$50.00
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$366.51
OTTERTAIL POWER CO.	Utility	\$334.44
PAYROLL	Wages	\$2,655.10
P.E.R.A. - SDR DIVISION	Employee Benefit	\$598.97
RMB ENVIRONMENTAL LABS, INC.	Professional Service	\$66.43
SANFORD HEALTH PLAN	Employee Benefit	\$749.87
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$26.03
USABLE LIFE	Employee Benefit	\$19.53
VERIZON WIRELESS	Telephone/Internet	\$65.70
	Sewer Fund Total	\$6,480.55
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$11,953.60
MN DOR - SALES & USE TAX	Sales Tax	\$887.00
	Garbage Fund Total	\$12,840.60
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ARVIG	Telephone/Internet	\$309.57
BANKCARD CENTER	Operating Supplies	\$333.03
BERGSETH BROS.	Merchandise for Resale	\$1,064.95
BEVERAGE WHOLESALERS	Merchandise for Resale	\$243.45
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$340.50
COMMUNITY CO-OPS-Lake Park	Utility	\$135.14
D-S BEVERAGES	Merchandise for Resale	\$11,167.70
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$63.22
EFTPS-ONLINE	Payroll Taxes	\$1,982.86
FURTHER	Employee Benefit	\$344.25
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$377.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$802.80
HENRY'S FOODS INC.	Merchandise for Resale	\$3,772.05
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$2,482.55

KENDELL HARRELL	Reimbursement - Operating Supply	\$5.37
McKINNON COMPANY, INC.	Merchandise for Resale	\$3,689.20
MN DEPT. OF HEALTH	Professional Fee	\$490.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$249.75
MN DOR - SALES & USE TAX	Sales Tax	\$4,592.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$9.22
OTTERTAIL POWER CO.	Utility	\$885.59
PAYROLL	Wages	\$8,249.82
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,264.56
SANFORD HEALTH PLAN	Employee Benefit	\$1,156.61
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,261.25
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$25.14
USABLE LIFE	Employee Benefit	\$26.43
	Liquor Fund Total	\$45,352.59
RACHEL JOHNSON	Reimbursement - Professional Fees	\$86.50
	EDA Fund Total	\$86.50
	Disbursement Total	\$245,148.03

ELECTION—Results from the November 8, 2022 General Election were presented to the Council, acting as the Canvassing board for the City of Twin Valley. Councilmember Askelson motioned to approve the results as presented by the Secretary of State, seconded by Councilmember Bekkerus, the following resolution was passed.

RESOLUTION 2022—11
A RESOLUTION TO CERTIFY RESULTS OF THE TUESDAY, NOVEMBER 8, 2022 GENERAL ELECTION
(CANVASSING OF THE GENERAL ELECTION RESULTS)

WHEREAS, the City of Twin Valley held a Municipal Election for the office of Mayor and two Council Members on Tuesday, November 8, 2022, during the General Election with 251 persons placing votes for all offices (City, County, and State). The votes tabulated at said election for City Seats were as follows:

MAYOR	VOTES	COUNCIL MEMBER	VOTES
Ben Fall	222	Michael Bolton	118
		Tracy Christianson	98
		Michael Lampton	161
		Harold Allrich	70
Write-In (Other)	7	Write-In (Other)	5

THEREFORE, BE IT RESOLVED that the Twin Valley City Council does hereby canvas the official election results—the office of Mayor for the term of 2023-2024 shall be Ben Fall, and Council Members for the term of 2023-2026 shall be Michael Bolton and Mike Lampton.

Upon a roll call vote the following members voted in favor: Mark Askelson, Paul Bekkerus, Ben Fall, Mike Bolton, Mike Lampton and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 14th day of November, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

CANNABINOID PRODUCTS—Council held lengthy discussion in regards to the new MN Law changes in regards to edible cannabinoid products. The City of Fosston has previously passed new ordinances in regards to the regulation of these products, which were distributed to the Council for review and discussion. Council discussed possible licensing fees to correlate appropriately with the responsibility they felt necessary for the sales of these products, agreeing on matching the current liquor licensing fee of \$750.00 per calendar year. Councilmember Askelson motioned to adopt ordinance regulating the sale of cannabinoid products within the City of Twin Valley, motion seconded by Councilmember Bekkerus the following resolution was introduced.

RESOLUTION 2022—12
A RESOLUTION TO ADOPT ORDINANCE 114 – AN ORDINANCE ADOPTING LICENSING REGULATIONS
RELATED TO THE SALE OF EDIBLE CANNABINOID PRODUCTS WITHIN THE CITY OF TWIN VALLEY

WHEREAS, The Minnesota Legislature adopted M.S. § 151.72, making it legal to sell certain edibles and beverages infused with tetrahydrocannabinol (THC), the cannabis ingredient extracted from hemp. The City Council deems it necessary to provide for the regulation of edible cannabinoid products in order to protect the public health safety and welfare and to ensure that edible cannabinoid products are sold in accordance with State Law; and

WHEREAS, The City of Twin Valley deems it necessary to provide for the regulation of edible cannabinoid products in order to protect the public health, safety, and welfare and to ensure that edible cannabinoid products are sold in accordance with State Law. The following regulations will be addressed—Licensing, Unlawful Acts, Licensee Responsibility, Compliance Checks: Inspections, Violation & Penalty.

THEREFORE, BE IT RESOLVED that the City Council, for the City of Twin Valley, does hereby adopt Ordinance 114—Licensing regulations related to the sale of edible cannabinoid products within the City of Twin Valley, after required publication and posting. A full copy of said ordained regulations is available for review in the Clerk’s Office. Upon a roll call vote the following members voted in favor: Mark Askelson, Paul Bekkerus, Ben Fall, Mike Bolton, Mike Lampton and the following voted against the same: None. WHEREUPON, said resolution was duly adopted this 14th day of November, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Councilmember Lampton motioned to adopt an ordinance regulating the possession and use of cannabinoid products by minors in the City of Twin Valley. Motion was seconded by Councilmember Lampton and the following resolution was introduced for adoption.

RESOLUTION 2022—13

ORDINANCE CREATING TWIN VALLEY CITY CODE SECTION 130.05 ESTABLISHING A PROHIBITION ON THE POSSESSION, USE AND DISTRIBUTION OF EDIBLE CANNABINOID PRODUCTS BY UNDERAGE PERSONS IN PUBLIC PLACES LOCATED IN THE CITY OF TWIN VALLEY

WHEREAS, possession or distribution of edible cannabinoid products by persons under the age of 18 years may be harmful to those persons or to other underage persons in receipt of those products and constitutes a potential threat to public health from injuries related to or resulting from consumption, including impairment from consumption or related traffic collisions; and

WHEREAS, State law regarding edible cannabinoid products places restrictions on the labeling and packaging of product containing nonintoxicating cannabinoids, prohibits the sale of these cannabinoids to persons under the age of 21, and regulates the allowable amount of tetrahydrocannabinol in the product; and

WHEREAS, State law does not, however, address either the use of edible cannabinoid products by any person nor the amount of edible cannabinoid products any person consumes, regardless of their age; and

WHEREAS, State law also does not address the sharing or distribution of edible cannabinoid products by any person with others, regardless of their age; thus, as a result, the amount of edible cannabinoid products a person consumes is within that person’s discretion; and

WHEREAS, as a result, possession or distribution of edible cannabinoid products occurring on public property by persons under the age of 18 should be prevented as much as possible; and

WHEREAS, a deterrent effect will be established by holding a person under the age of 18 years criminally responsible for possessing or distributing edible cannabinoid products on public property.

NOW THEREFORE BE IT ORDAINED by the City Council for the City of Twin Valley that Twin Valley City Code Section 130.05 be and hereby is established. A full copy of this ordinance is available for review at City Hall. Upon a roll call vote the following members voted in favor: Mark Askelson, Paul Bekkerus, Ben Fall, Mike Bolton, Mike Lampton and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 14th day of November, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Both aforementioned ordinance adoptions will be posted and published to allow for any public comment or concern at the January 9, 2023 Council meeting, prior to ordinance being effective.

LIQUOR—Gross sales for October totaled \$50,622.31, ATM revenue of \$493.50. YTD cash profit as of 10/31 was \$2,882.25. Discussed previous and upcoming events. Discussion in regards to the sale of edible cannabinoid products at the liquor store. Currently there are beverages available, limited to two per customer. Harrell has not

seen or been informed of any issues in connection with these beverages, and the profit margin is good. Council had no issues with this beverage so long as there continues to be no issue, however would not like to explore any other options at this time.

Council addressed concerns with Harrell and management position at TVLS. Harrell was given until January 1, 2023 to complete the food safety training as required, as well as to obtain a driver's license. Requested Harrell bring candidate suggestion for assistant manager to the December meeting.

PUBLIC WORKS—Updates to the storage building along Highway 32 are almost complete, Askelson is waiting for the gas line to be bored into the building. Discussed options for purchasing new public works vehicles to replace the current snow plow and one of the pickup trucks. The snow plow has been having issues with the hydraulics and parts are not available to make repairs. The red city truck is having transmission difficulties which would not be fiscally responsible to repair again. Askelson was asked to bring in quotes and options for the Council to review for the next meeting, or sooner if it becomes necessary.

EDA/PARKS—Askelson reported on EDA/Parks discussion prior to Council meeting. A discussion was held in regards to the cannabinoid ordinance as proposed. The Otterson Bridge Survey is complete. Clerk Johnson was asked to contact City Attorney to draft a ten-year lease agreement for \$1 between the City and the Twin Valley Rider's Club to rent the land for a kayak launch. Committee is also looking into having signage placed at Heiberg Park. No liner has been placed at the skating rink for this season, K. Askelson is planning to start flooding as is on Monday 11/21 should the weather cooperate. Brief discussion in regards to the classic diner building, and new ownership.

POLICE—Douville reported 46 calls for October. Four new AED's (valued at \$2,000 ea.) have been received as the result of a grant. Councilmember Askelson motioned to accept grant, seconded by Councilmember Lampton the following resolution was introduced.

RESOLUTION 2022—14

RESOLUTION AUTHORIZING THE ACCEPTANCE OF A DONATION OF FOUR (4) AUTOMATIC EXTERNAL DEFIBRILLATORS (AED's) FROM THE UNIVERSITY OF MINNESOTA, CENTER FOR RESUSCITATION MEDICINE

WHEREAS, A grant from The Leona M. and Harry B. Helmsley Charitable Trust to the Center for Resuscitation Medicine (CRM) at the University of Minnesota will provide law enforcement, state and national parks and other first responders with automatic external defibrillators (AEDs) to improve cardiac arrest survival.

WHEREAS, This grant will replace all devices currently deployed in emergency vehicles. This will ensure that the City of Twin Valley has the newest equipment and can benefit from the comprehensive service and quality assurance plans that are included with the AED.

WHEREAS, As of November 14, 2022 the City of Twin Valley has received all 4 of the PHYSIO-CONTROL LIFEPAK CR2 Defibrillators (AED's) and will be placing them in to service.

NOW, THEREFORE, BE IT RESOLVED, the Twin Valley City Council hereby accepts the above-mentioned AED's for use in its emergency vehicles. Upon a roll call vote the following members voted in favor: Mark Askelson, Paul Bekkerus, Ben Fall, Mike Bolton, Mike Lampton and the following voted against the same: None. WHEREUPON, said resolution was duly adopted this 14th day of November, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Douville will be distributing the four old AEDs that are still in service to area churches and/or gathering areas. PB/ML-m/s/p to approve relocation of AEDs at Douville's discretion. The City will maintain ownership of these AED's and Douville will do required checks. Requested permission to change the overtime policy for the Police Department to be based off of an 80 hour pay period to accommodate officer's schedules and maintain full coverage. ML/MA-m/s/p to approve and update policy.

FIRE/RESCUE—Lampton report 2 fire call and 12 rescue calls since previous meeting. A grant contract was received from the MN DNR for \$2,500, with a 50/50 match, to purchase range land gear and PPE. Councilmember Askelson motioned to accept grant and enter into contract with the MN DNR. Motion seconded by Councilmember Bekkerus and the following resolution was passed.

RESOLUTION 2022—15

A RESOLUTION TO ACCEPT AND MATCH GRANT FUNDS FROM THE MINNESOTA DNR FOR THE PURPOSE OF PURCHASING WILDLAND FIREFIGHTING GEAR

BE IT RESOLVED that the City of Twin Valley does hereby accept and agree to match grant funding up to \$2,500.00 for the purchase of wildland firefighting gear and/or equipment for use by the Twin Valley Fire

Department, in full agreement with Grant Contract No. 221039 as provided by the State of Minnesota Department of Natural Resources.

Upon a roll call vote the following members voted in favor: Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer, and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 14th day of October, 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

\$3,000 was budgeted for 2022 to be used towards the 50/50 DNR grant match. These funds will be set aside to use as the match for equipment purchased in 2023.
Discussed repairs necessary to the Fire Department garage doors. Bekkerus will be in contact with Ulen Building supplies to get cost and repair or replacement estimates.

MB/MA-m/s/p to approve Off-Site Gambling request for the American Legion to host pull-tabs at the Moonshiner’s annual membership supper, held in the Twin Valley Community Center 11/19/2022.

Councilmember Bolton motioned to approve updated AWAIR program as presented, seconded by Councilmember Askelson the following resolution was introduced.

RESOLUTION 2022—16
RESOLUTION APPROVING THE ADOPTION OF AN UPDATED WORKPLACE ACCIDENT & INJURY REDUCTION PROGRAM

WHEREAS, OSHA requires a written Safety program with policies, and
WHEREAS, the City’s current AWAIR program is out dated, and
WHEREAS, the City Council has reviewed and wishes to adopt a new AWAIR program to ensure the proper management of safety and health activities for all City of Twin Valley employees.
THEREFORE, BE IT RESOLVED, that the updated AWAIR program, available for review electronically or within the City Clerk’s office, is hereby approved and adopted.
Upon a roll call vote the following members voted in favor: Mark Askelson, Paul Bekkerus, Ben Fall, Mike Bolton, Mike Lampton and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 14th day of November, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

The City will be utilizing NEOGov Safety training’s starting in 2023 to fulfil training requirements for all employees and departments.

MB/PB-m/s/p to approve donation of \$100.00 to the Twin Valley Community Booster Club for Holiday events, from the TVLS as well as pay for the Fish House Festival porta potty cost.

PB/MA-m/s/p to adjourn meeting at 9:02PM.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

**MONDAY, December 5, 2022 – TWIN VALLEY CITY COUNCIL
SPECIAL MEETING & BUDGET SESSION
Twin Valley Community Center – 6:00 PM**

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

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a special meeting and budget work session on Monday December 5, 2022. Mayor Fall called the meeting to order at 6:00PM.

Council received multiple quotes for pickup trucks for the Public works department to replace current vehicle. From Weber Motors—2022 Dodge Ram for \$47,358 and a Ford F150XL for \$41,519. From Muscatell-Burns a 2020 Ford F150 with 17,000 miles for \$36,895, and a 2022 Ford F150XL for \$42,480. Askelson was unable to get any quotes for existing Chevy vehicles to compare. All quoted vehicles had comparable options. Council discussed funding options, including reviewing current investment balances. Discussed departmental needs, including continuing to look at purchasing a new snow plow truck if one at a reasonable price becomes available. Councilmember Bekkerus expressed concern over purchasing a new pickup before plow truck. Clerk Johnson

assured Council that current reserved funds would be adequate to make both purchases when the time comes. MA/MB-m/s/p to purchase 2022 Ford F150XL from Weber Motors for \$41,519 + tax, title, and licensing fees.

Council given a budget breakdown created by Clerk Johnson with a preliminary levy at a 9% increase, down from 15% proposed. Council reviewed updates, paying special attention to wages and capital outlay expenditure estimates. Discussed the impact wage increases will have on the General fund budget in length. MB/ML-m/s/p to propose setting final levy at a 9% increase, balancing the 2023 general fund budget at \$806,805.

Reviewed in depth the proposed wage scale, based off the prior approved wage for the police department of \$35.00 top pay for the Chief and \$28.00 top pay for Full-time Officer. The presented wage scale was proposed based off the State job match point scale, where the four department heads—Police Chief (353), Public Works Superintendent (293), City Clerk-Treasurer (280), and Liquor Store Manager (262)—had comparable wages set based off approximately \$0.10 per point. Subordinate full-time employee wages were set based off 80% of the department head wage. Part-time employee wages were also calculated based on the same point system. There was discussion regarding State pay equity issues that will arise if no action is taken. Clerk explained to the Council that they have the authority to change the pay equity job points for certain positions they feel deserve higher pay as they see fit, noting that the points assigned currently match with what the State of Minnesota suggests. Askelson and Bekkerus felt strongly that a percentage increase across all employees should be given instead of changing the scale. MB/ML-m/s/p (Askelson & Bekkerus voting against) to accept wage scale as presented by Clerk, with the caveat that only cost of living adjustments will be given over the next 4 years, not greater than 3%.

MB/MA-m/s/p to adjourn, 9:20PM.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

**MONDAY, December 12, 2022 – TWIN VALLEY CITY COUNCIL
TRUTH IN TAXATION HEARING – 2023 PAYABLE LEVY
Twin Valley Community Center – 6:30 PM**

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

ABSENT: Mike Lampton

OTHERS: Jason Douville, Kendell Harrell

PURSUANT DUE TO CALL and notice thereof, the Twin Valley City Council held its Truth in Taxation Public Hearing on Monday, December 12, 2022 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 2023. No questions or comments were placed. As no public comment was made in regards to the projected increase for the 2023 Levy, set at 9%, Mayor closed hearing 6:50PM.

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

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

ABSENT: Mike Lampton

OTHERS: Kerry Askelson, Jason Douville, Kendell Harrell, Connie Hamernik

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

MONTHLY BUSINESS

Minutes—MA/PB-m/s/p to approve November minutes as written.
Disbursements—MB/MA-m/s/p to approve claims and payroll for a disbursement total of \$178,823.72, as detailed below.

VENDOR	DESCRIPTION	AMOUNT
2ND TO NONE SEPTIC SOLUTIONS, LLC	Contracted Service	\$155.69
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
ARAMARK UNIFORM SERVICES	Contracted Service	\$245.90
ARVIG	Telephone/Internet	\$571.29
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$43.99
BANKCARD CENTER	Operating Supplies	\$458.74
CHOUNARD SERVICES	Repairs & Maintenance	\$355.00

COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$809.28
COMMUNITY CO-OPS-Lake Park	Utilities	\$2,169.40
EFTPS-ONLINE	Payroll Taxes	\$2,534.94
FRANCOTYP-POSTALIA, INC.	Postage Machine Rent	\$444.00
FURTHER	Employee Benefit	\$227.00
GALLS, LLC*	Operating Supplies	\$188.67
GERRY'S FOODS, INC	Operating Supplies	\$63.52
LIBERTY BUSINESS SYSTEMS, INC.	Operating Supplies	\$67.12
LUNDE BLADE & GRAVEL, LLC	Repairs & Maintenance	\$286.00
M STATE	Training	\$550.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$65.05
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MJM NYSETVOLD INC.	Repairs & Maintenance	\$2,326.71
MN CHILD SUPPORT & COLLECTION	Wages	\$512.78
MN DOR - PAYROLL TAX	Payroll Taxes	\$560.49
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
OTTERTAIL POWER CO.	Utilities	\$2,906.55
PAYROLL	Wages	\$15,143.50
P.E.R.A. - SDR DIVISION	Employee Benefit	\$4,741.29
PREMIUM WATERS	Contracted Service	\$25.75
SANFORD HEALTH PLAN	Employee Benefit	\$2,077.51
TWIN VALLEY FIRE DEPT.	Legion Donation	\$2,500.00
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$65.86
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$300.00
USABLE LIFE	Employee Benefit	\$23.82
VERIZON WIRELESS	Telephone/Internet	\$175.39
WES'S TRUCK INSPECTION & REPAIR	Repairs & Maintenance	\$60.00
	GENERAL TOTAL	\$41,390.27
WEBBER FAMILY MOTORS	Ford F150XL	\$44,372.74
	GENERAL CAPITAL TOTAL	\$44,372.74
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$70.84
ARVIG	Telephone/Internet	\$113.27
BANKCARD CENTER	Operating Supplies	\$181.10
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$14.72
COMMUNITY CO-OPS-Lake Park	Utilities	\$371.82
CORE & MAIN LP	Repairs & Maintenance	\$119.93
EFTPS-ONLINE	Payroll Taxes	\$933.68
FURTHER	Employee Benefit	\$56.50
GERRY'S FOODS, INC	Operating Supplies	\$25.14
HAWKINS, INC.	Operating Supplies	\$598.25
LIBERTY BUSINESS SYSTEMS, INC.	Operating Supplies	\$100.00
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$157.78
MN DOR - SALES & USE TAX	Sales Tax	\$97.00
OTTERTAIL POWER CO.	Utilities	\$1,441.26
PAYROLL	Wages	\$3,027.77
P.E.R.A. - SDR DIVISION	Employee Benefit	\$630.33
SANFORD HEALTH PLAN	Employee Benefit	\$749.87
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$19.10
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$300.00
USABLE LIFE	Employee Benefit	\$19.54
VERIZON WIRELESS	Telephone/Internet	\$32.85
	WATER TOTAL	\$9,234.18
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$70.84
ARVIG	Telephone/Internet	\$107.28
BANKCARD CENTER	Operating Supplies	\$32.63
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$14.72

COMMUNITY CO-OPS-Lake Park	Utilities	\$283.31
EFTPS-ONLINE	Payroll Taxes	\$933.50
FURTHER	Employee Benefit	\$56.50
GERRY'S FOODS, INC	Operating Supplies	\$25.15
LIBERTY BUSINESS SYSTEMS, INC.	Operating Supplies	\$75.00
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$157.77
OTTERTAIL POWER CO.	Utilities	\$103.27
PAYROLL	Wages	\$3,027.77
P.E.R.A. - SDR DIVISION	Employee Benefit	\$630.36
RMB ENVIRONMENTAL LABS, INC.	Contracted Service	\$205.82
SANFORD HEALTH PLAN	Employee Benefit	\$749.87
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$10.31
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$300.00
USABLE LIFE	Employee Benefit	\$19.53
VERIZON WIRELESS	Telephone/Internet	\$32.85
	SEWER TOTAL	\$7,009.91
BANKCARD CENTER	Operating Supplies	\$42.84
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$5,923.11
MN DOR - SALES & USE TAX	Sales Tax	\$841.00
	GARBAGE TOTAL	\$6,806.95
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ALCOHOL/GAMBLING ENFORCEMENT	Buyers Card Renewal	\$40.00
ARVIG	Telephone/Internet	\$309.76
BANKCARD CENTER	Operating Supplies	\$212.49
BERGSETH BROS.	Merchandise for Resale	\$5,646.76
BREAKTHRU BEVERAGE	Merchandise for Resale	\$2,799.93
CASH - CITY OF TWIN VALLEY	Starter Cash (redeposited)	\$1,000.00
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$802.00
COMMUNITY CO-OPS-Lake Park	Utilities	\$413.15
DAKOTA PLUMBING	Repairs & Maintenance	\$437.50
D-S BEVERAGES	Merchandise for Resale	\$14,303.09
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$75.44
EFTPS-ONLINE	Payroll Taxes	\$2,518.81
ELI S. BENTLEY	Entertainment	\$200.00
GERRY'S FOODS, INC	Operating Supplies	\$551.57
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$667.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$1,125.75
HENRY'S FOODS INC.	Merchandise for Resale	\$5,745.24
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$4,049.21
KRJB FM RADIO	Advertising	\$350.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,313.46
MN DOR - PAYROLL TAX	Payroll Taxes	\$390.99
MN DOR - SALES & USE TAX	Sales Tax	\$5,898.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$113.39
OTTERTAIL POWER CO.	Utilities	\$1,019.47
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$92.06
PAYROLL	wages	\$9,940.34
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,580.14
PEPSI-COLA **	Merchandise for Resale	\$209.30
SANFORD HEALTH PLAN	Employee Benefit	\$1,156.61
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$870.45
TV BOOSTER CLUB	Donation	\$100.00
TWEETON REFRIGERATION, INC.	Freezer	\$4,916.25
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$107.00
USABLE LIFE	Employee Benefit	\$26.43
	LIQUOR TOTAL	\$70,009.67
	DISBURSEMENT TOTAL	\$178,823.72

LIQUOR—Gross Sales for November reported at \$62,822.75, ATM revenue of \$871.50. Harrell will be working on year-end inventory, with the assistance of Skaurud. This will be Skaurud's last task for the City. Updated council on events at the liquor store—Harrell plans to be open on Sunday 1/1 for the Vikings game. Harrell informed Council he has completed the MN food safety course and is scheduled to take the certification test on Friday. Harrell also hopes to take his written driving test on Wednesday of this week, as long as the weather cooperates for travel with the forecasted snow storm. Harrell has not been successful finding an interested party from within the Liquor Store to take the Assistant Manager position, both employees Harrell felt would be qualified for the position have other obligations at this time. Bekkerus suggested advertising the position, to get it filled sooner rather than later, wanting to have a second employee that is able to take over for Harrell in the event of his absence. PB/MA-m/s/p to advertise employment opportunity. Harrell will be up for his six (6) month employment review as Manager as on January. Clerk will facilitate a meeting with Harrell and the liquor committee at that time.

PUBLIC WORKS—Askelson has picked up the new public works vehicle, and is pleased with purchase. Has been working to prepare for the forecasted snow storm. Still looking for a snow plow to purchase, will be getting in touch with the State of Minnesota to see if the City can be placed on a list to purchase old state plows as they become available. It was noted that the City of Ada does have a spare truck they are willing to loan Twin Valley if it becomes necessary. Discussed snow removal for the 2023 year. Askelson has already had K&K remove snow from main street that was piling up. Clerk will have advertisement for bids placed in the newspaper for January meeting, to contract snow removal out for 2023. Askelson is looking into having a sign placed at the City shop, there is often confusion with RV campers trying to locate the facility. Mark Askelson received a quote earlier in the month from fast graphics for a 4' x 8' sign for the EDA/Parks Heiberg sign ranging between \$600-\$800 depending on art and materials. Askelson hopes to have something in place for spring.

EDA/PARKS—Mark Askelson updated Council on EDA/Parks meeting. The committee has received a quote for new signage at Heiberg park, as mentioned previously. Askelson will be attending the American Legion meeting on Tuesday night to request financial assistance. Acknowledged that the skating rink is now opened for the year. A lease agreement was also received for the Otterson Bridge area, which will be given to the Twin Valley Riders club to review. The lease was drafted by the City attorney for ten years at a cost of \$1.00.

POLICE—Douville reported 27 calls for November, a record low. Used this time to finish up required training.

FIRE/RESCUE—Bekkerus reported 2 mutual aid fire calls and 17 rescue calls since November meeting. The department is currently exploring options for storing one of their pickup truck and trailer units (currently stored on the North side of the Fire Hall with alley access) elsewhere, as they are having difficulty accessing these vehicles in the current location.

FINANCIALS—Council given reports dated 12/12/2022 for all city funds. Discussed which funds had increases and decreases at present time. Clerk requested Council approval to transfer funds to the 2012A and 2013A bond funds to take care of negative balances from bond payments. MA/MB-m/s/p to approve transfer of \$8,534.06 from water, \$34,136.25 from sewer, and \$14,223.44 from storm sewer to 2012A Bond fund for a total of \$56,893.75. PB/MA-m/s/p to approve transfer of \$41,947.83 from water and \$22,572.30 from sewer to the 2013A Bond fund for a total of \$64,520.13. The 2012A Bond will be paid off by year end 2023.

Council reviewed capital outlay funds in the general fund that are still available. MA/MB-m/s/p to approve purchasing three (3) new certificates of deposit to hold as reserves--\$10,000 Fire, \$15,000 Parks, and \$3,500 Rescue for a total reserve purchase of \$28,500. MA/MB-m/s/p to approve transfer of \$33,500 from the General Fund to the General Capital Projects funds, with funds taken from the following budgeted line items--\$4,000 purchasing, \$11,000 police, \$5,000 street lighting, \$6,000 parks, \$4,500 auditoriums, and \$3,000 public housing. \$11,000 will continue to be reserved for the purchase of a new squad vehicle for the police department and \$8,000 will be reserved for updates to the municipal and community centers.

A payment was issued from the General Capital Fund to Webber Motors for the purchase of a 2022 Ford F150XL pickup truck for the public works department, totaling \$44,372.74. MA/MB-m/s/p to approve the withdrawal of CD# 62866 with a value estimated at \$20,224 and transfer \$7250 from the Water fund to the General Capital fund to replace. The remaining \$16,898.74 will remain as paid by the General Capital fund.

2023 LEVY & BUDGET— Having reviewed the General Fund budget previously, and hearing no public comments or concerns on the levy increase, Council Member Bolton motioned to set the 2023 Twin Valley Tax Levy as follows. Seconded by Council Member Bekkerus the following resolution was introduced.

RESOLUTION 2022—17

RESOLUTION ADOPTING THE 2023 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 2023 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 2023 year; and
- WHEREAS,** the City Council had proposed a percentage increase of fifteen percent (15%) to be levied against the property’s taxes, and after discussion will be lowered to a 9% increase for a final General Fund levy amount of \$199,972.00 for the 2023 fiscal operating year; and
- WHEREAS,** the City of Twin Valley must certify the 2023 Final Levy to the Norman County Auditor and the State of Minnesota.

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 2023 collectible year, upon taxable properties in the City of Twin Valley, for the following purposes:

GENERAL FUND	\$ 199,972
2019A Utility Revenue & Refunding	\$ 22,000
LONG TERM CAPITAL FUND	\$ 10,000
TOTAL ADOPTED LEVY	\$ 231,972

THEREFORE, BE IT ALSO RESOLVED, the City of Twin Valley City Council hereby sets the General Fund budget for fiscal year 2023 with Revenues and Expenditures to balance at \$806,805.00, a total general fund budget increase of 3.75%.

Upon a roll call vote the following members voted in favor: Paul Bekkerus, Mike Bolton, Mark Askelson, and Ben Fall; (Absent: Mike Lampton) and the following voted against the same: None. **WHEREUPON,** said resolution was duly adopted this 12th day of December, 2022.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

2023 BUSINESS LICENSES—PB/MA-m/s/p to approve the following business licenses for the 2023 year— FUNDRAISER/RAFFLE—Twin Valley Riders Club, Zion Lutheran Church, St. William Church, Flom Area Lions, Norman County East School District, NCE Dollars for Scholars, Twin Valley Lions, Wild Rice Conservation Club, TVFD, TV Community Booster Club, Moonshiners Snowmobile Club, Wild Rice Peacemakers, 3 Gems Saddle Club, TV Heritage Center. CONCESSIONS—Norman County East School District. TOBACCO—Community Coop, Twin Valley Liquor Store. VENDOR—Parenteous Oof-Da Tacos. The Twin Valley Liquor Store was also issued licenses for two amusement machines, one pool table, On/Off Sale Intoxicating Liquor, 2AM and Sunday Liquor.

POULTRY LICENSE—Mayor Fall was approached by citizens of Twin Valley inquiring if the City would entertain allowing for poultry to be kept within city limits. Many other cities in the State of Minnesota do allow for a certain number of birds to be kept, with regulation. No council members were in disagreement with researching and updating the ordinance. Requested more information on what other cities of comparable size are doing from Clerk Johnson to review for the January meeting.

Council adjourned 7:53PM, PB/MA-m/s/p.

Attest:

RACHEL JOHNSON, CLERK TREASURER

Signed:

BENJAMIN FALL, MAYOR

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END OF 2022 MINUTES