

**MONDAY, September 11, 2023 – TWIN VALLEY CITY COUNCIL
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM**

MEMBERS: Mark Askelson, Paul Bekkerus, Michael Bolton, Tracy Christianson, Mike Lampton

STAFF: Askelson, Douville, Nysetvold.

OTHERS: Abbie Bennefeld, Wendy Bennefeld, Roger Bentley, Prestin Douville, Connie Hamernik

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, September 11, 2023. Mayor Bolton called the meeting to order at 7:00PM. In honor of Patriot Day, thanked all first responders for everything they do for our community.

MONTHLY BUSINESS

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

Disbursements—MA/PB-m/s/p to approve disbursements totaling \$166,993.08 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	\$165.78
ARAMARK UNIFORM SERVICES	Contracted Service	\$381.45
ARVIG	Telephone/Internet	\$553.63
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$204.99
BANKCARD CENTER	Operating Supplies	\$2,404.20
BOUND TREE MEDICAL LLC	Operating Supplies	\$509.99
BRENDA DOBMEYER	Reimbursement	\$151.80
COMMUNITY CO-OPS-Lake Park	Utility	\$2,258.60
DAKOTA PLUMBING	Repairs & Maintenance	\$191.13
EFTPS-ONLINE	Payroll Taxes	\$3,516.30
FURTHER	Employee Benefit	\$539.00
GERRY'S FOODS, INC	Operating Supplies	\$425.81
KELLY'S CHRYSLER CENTER	Capital Outlay	\$15,000.00
LEAGUE OF MINNESOTA CITIES	Insurance	\$1,048.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$73.63
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$867.06
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$575.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$18.39
OTTERTAIL POWER CO.	Utility	\$2,316.91
PAYROLL	Wages	\$16,089.14
P.E.R.A. - SDR DIVISION	Employee Benefit	\$4,750.67
PAUL SPIELMAN	Repairs & Maintenance	\$450.00
PREMIUM WATERS	Contracted Service	\$33.75
SANFORD HEALTH PLAN	Employee Benefit	\$2,158.58
TACTICAL SOLUTIONS	Contracted Service	\$76.00
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$40.42

U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$207.00
USABLE LIFE	Employee Benefit	\$23.82
VERIZON WIRELESS	Telephone/Internet	\$176.51
	GENERAL FUND TOTAL	\$55,971.23
KELLY'S CHRYSLER CENTER	Capital Outlay	\$27,315.00
	GENERAL CAPITAL TOTAL	\$27,315.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$112.19
ARVIG	Telephone/Internet	\$116.76
BANKCARD CENTER	Operating Supplies	\$43.00
COMMUNITY CO-OPS-Lake Park	Utility	\$197.67
CORE & MAIN LP	Repairs & Maintenance	\$1,426.35
EFTPS-ONLINE	Payroll Taxes	\$960.37
FURTHER	Employee Benefit	\$185.50
HAWKINS, INC.	Chemical	\$668.54
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$161.46
MN DOR - SALES & USE TAX	Sales Tax	\$107.00
OTTERTAIL POWER CO.	Utility	\$671.95
PAYROLL	Wages	\$3,175.68
P.E.R.A. - SDR DIVISION	Employee Benefit	\$652.64
SANFORD HEALTH PLAN	Employee Benefit	\$669.83
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$19.79
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$250.00
USABLE LIFE	Employee Benefit	\$19.53
VERIZON WIRELESS	Telephone/Internet	\$32.87
	WATER FUND TOTAL	\$9,644.56
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$112.19
ARVIG	Telephone/Internet	\$81.02
COMMUNITY CO-OPS-Lake Park	Utility	\$16.67
EFTPS-ONLINE	Payroll Taxes	\$960.32
FURTHER	Employee Benefit	\$185.50
J & R WASTEWATER SERVICES INC.	Contracted Service	\$1,595.00
JULIN LAW OFFICE, PLLC	Professional Fee	\$411.75
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$161.45
OTTERTAIL POWER CO.	Utility	\$220.86
PAYROLL	Wages	\$3,175.68
P.E.R.A. - SDR DIVISION	Employee Benefit	\$652.60
SANFORD HEALTH PLAN	Employee Benefit	\$669.82

TWIN VALLEY HARDWARE	Repairs & Maintenance	\$3.43
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$250.00
ULTEIG ENGINEERS, INC.	Professional Fee	\$10,116.00
USABLE LIFE	Employee Benefit	\$19.54
VERIZON WIRELESS	Telephone/Internet	\$32.87
	SEWER FUND TOTAL	\$18,838.13
MN DOR - SALES & USE TAX	Sales Tax	\$794.00
	GARBAGE FUND TOTAL	\$794.00
ARVIG	Telephone/Internet	\$320.17
BANKCARD CENTER	Operating Supplies	\$612.20
BERGSETH BROS.	Merchandise for Resale	\$5,457.30
BEVERAGE WHOLESALERS	Merchandise for Resale	\$199.45
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,589.41
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$592.50
COMMUNITY CO-OPS-Lake Park	Utility	\$42.67
D-S BEVERAGES	Merchandise for Resale	\$10,611.09
EFTPS-ONLINE	Payroll Taxes	\$1,398.63
FURTHER	Employee Benefit	\$10.00
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$902.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$474.55
HENRY'S FOODS INC.	Merchandise for Resale	\$5,168.44
KASEYA US, LLC	Contracted Service	\$200.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,861.25
MN DOR - PAYROLL TAX	Payroll Taxes	\$215.85
MN DOR - SALES & USE TAX	Sales Tax	\$4,380.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$8.14
OTTERTAIL POWER CO.	Utility	\$1,016.24
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$143.28
PAYROLL	Wages	\$6,081.35
P.E.R.A. - SDR DIVISION	Employee Benefit	\$991.76
SANFORD HEALTH PLAN	Refund	-\$338.30
TITAN ATHLETICS	Donation	\$100.00
TONI NYSETVOLD	Reimbursement	\$39.68
TV BOOSTER CLUB	Donation	\$700.99
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$55.12
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$300.00
ULTIMATE PRESSURE WASHING	Contracted Service	\$300.00
USABLE LIFE	Refund	-\$3.61
	LIQUOR FUND TOTAL	\$44,430.16
LEANN MOEN	EDA Loan	\$10,000.00
	EDA FUND TOTAL	\$10,000.00

DISBURSEMENT TOTAL \$166,993.08

COMMUNITY—Abby and Wendy Bennefeld presented information on the Dolly Parton imagination Library to the Council, requesting monetary support to keep the program running in Norman County. The program was established in Norman County by Gary Cares 4 years ago and has since depleted funding to continue. There are approximately 188 children in the county aged 0-5 receiving books through the program, this costs \$26.00 per child per year amounting to a cost around \$5,000. Requesting \$1,000 one-time donation or \$500 with a 5-year commitment. Councilmember Askelson expressed personal support for the program. Councilmember Bekkerus suggested using ATM proceeds from August to pay for 2023 commitment and to budget to provide support moving forward. MA/ML-m/s/p to approve \$500.00 donation and to sponsor program for 5 years at the same amount. Officer Douville inquired about donating vacation hours back to the city to support the program. Council had no issue, asked that Johnson check if that is an allowable option for the City.

ML/TC-m/s/p to approve building permit request for R. Bentley to build deck at 406 Main Ave E.

No action taken on donation request received from Ada Borup West Booster Club.

PB/MA-m/s/p to support the Norman County East Dollars for Scholars program for the 2023-2024 fall sports season for \$475.

PUBLIC WORKS—Askelson reported to Council, water tower painting has been touched up and completed. Is still looking for plow tuck options for winter. There is currently one available in St. Could for \$39,500 with the preferred options. Two other options are coming up for auction in Audubon which Askelson would like to check on. Requested Council permission to spend up to \$50,000 of Public Works Equipment reserves towards purchase. ML/TC-m/s/p to approve. Will be shutting down the Splash Park for the season this week. Working on replacing flooring in Wimmer rental 110, which was recently vacated. Discussed increasing Wimmer rental deposit moving forward due to increase of damages being left. Brief discussion on animal policy and therapy pet laws. New grant funding opportunities are coming available from the State, will look into for possible necessary renovations.

EDA/PARKS—Mark Askelson updated Council on EDA/Parks Meeting. Requested permission to appoint Toni Nysetvold to fill one vacancy on board. Mayor Bolton approved appointment. Plans for 2024 are to highlight the splash park area, adding signage and seating areas. Will also be looking into expanding the RV Park with additional sites for campers. RV Park is currently full, with 2 extra campers parked in back. Will also be making Herold Court lot promotion a priority for 2024.

LIQUOR—Gross income for August was \$49,482.76. ATM revenue \$525. Sales comparison sheets for August 2021, 2022, & 2023 distributed. Overall sales are still down as compared to previous years. Inventory was restocked using a large amount of case buys to receive discounts and spending nearly \$30,000 for the month. Overall cash for the month after restocking showed a profit of \$638.98, with a yearly cash profit showing at \$6,148.38. Nysetvold requested permission to purchase a new laptop, current computer is showing age. MA/ML-m/s/p to approve spending up to \$750. Discussed issues with employee entrance door, is not shutting properly. Council asked that quotes for replacement doors be brought to a future meeting, to include doors for the community center as well. Updated council on upcoming and previous events. Bar was open for the first Vikings football game on Sunday, 20-25 estimated in attendance. Final steak night of the year will be Friday 09/15 with Horse Races and a Meat Raffle. Nysetvold will also be attending food service safety training class in Bemidji on 9/22, with testing to follow same day.

POLICE—No activity report available. 2014 Squad vehicle has been dismantled. Douville is still waiting on equipment and stickering for the new vehicle. Equipment prices have increased significantly since the last vehicle the City equipped. Most expensive item will be the new camera system, which will eventually be compatible with body cameras. Douville is working with the Ada Police chief and County Sheriff to purchase and implement body cameras for law enforcement in the future. Still in search of a full-time officer. Douville plans to work on some recruiting efforts in the new year. Discussion regarding the use of ATV and golf carts on City streets, especially by minors. Clerk to look into current city ordinance, and possible revisions to regulate.

FIRE/RESCUE—Lampton reported 3 rescue calls and 1 fire call to assist at an accident. Lampton will be looking into purchasing additional pages for department members and the current Active911 is not always reliable. Twin Valley Rescue will be standing it during NCE-UH football games this fall as Ulen Rescue is no longer able to. Requested council approval to send rescue squad members to training October 6-7 in Mahnomen for \$140/each. MA/PB-m/s/p to approve sending up to four members. New washing machine has been installed and is operational.

FINANCIAL—Council given current financial statement through 08/31/2023 for all City funds to review. No questions or comments.

2024 PROPOSED TAX LEVY— Councilmember Askelson motioned to increase the general fund tax levy a proposed 12% and introduce the following resolution setting the proposed tax levy for 2024, seconded by Councilmember Lampton the following resolution was passed.

RESOLUTION 2023—19

A RESOLUTION ADOPTING THE 2024 PROPOSED TAX LEVY FOR THE CITY OF TWIN VALLEY 2024 FISCAL YEAR

WHEREAS, the Twin Valley City Council has reviewed the current General Fund Budget for the 2023 Fiscal Operating Year and has determined that a proposed percentage of twelve percent (12%) 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 2024 Levy to the Norman County Auditor by September 30, 2023; and

WHEREAS, the City of Twin Valley will hold a final tax levy hearing at 6:30 PM on December 11, 2023; 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 2024 Collectible year, upon taxable properties in the City of Twin Valley, for the following purposes:

GENERAL FUND	\$ 223,968
2019 Utility Revenue & Refunding	\$ 22,000
LONG TERM CAPITAL FUND	\$ 10,000
TOTAL PROPOSED LEVY	\$ 255,968

WHEREUPON said resolution was duly adopted this 11th day of September, 2023.

Ayes—Mark Askelson, Paul Bekkerus, Michael Bolton, Tracy Christianson, Mike Lampton.

Nays—none.

RACHEL JOHNSON, CLERK-TREASURER

MICHAEL BOLTON, MAYOR

FYI/OTHER—Council given two public use cannabis ordinances to review before October meeting to discuss adopting an ordinance for the City of Twin Valley to prohibit use on City property and public places. Requested to also have a policy and procedure drafted for cannabis use at the Twin Valley Liquor Store to give bartenders better guidelines on how to handle situations.

TC/ML-m/s/p to adjourn meeting, 8:46PM.

Attest: _____
RACHEL JOHNSON, CLERK-TREASURER

Signed: _____
MICHAEL BOLTON, MAYOR
