

**TUESDAY, February 20, 2024 – 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

OTHERS: Kris Carlson, Kerry Askelson, Toni Nysetvold, Jason Douville, Connie Hamernik, Prestin Douville, Nancy Crompton, Alli Fast, Katie Vasey, Matt Bergstrom

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Tuesday, February 20, 2024. Mayor Bolton called the meeting to order at 7:00PM.

MONTHLY BUSINESS

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

Disbursements—PB/MA-m/s/p to approve disbursements totaling \$357,476.02. A full copy of claims and payroll disbursements is available at the Clerk's office.

COMMUNITY—Nancy Crompton, Administrator for the Good Samaritan Food Shelf, attended meeting to discuss concerns. The food shelf has reached a point where there has been a significant increase in users, more than doubling the monthly number of families served as of recently. Crompton is concerned with the recent closing of the Grocery store; many families lack transportation to get groceries in neighboring towns. Wanted to make the Council aware of an option to have the Tri-Valley bus stop in Twin Valley again, to give locals access to transportation. The cost per ride is \$10.00, however, there may be community programs that are willing to cover this cost. Council was in agreement to support bringing the Tri-Valley Bus back to Twin Valley to make a stop outside the Community Center for citizens in need. Councilmember Bekkerus also suggested making a monetary donation to the food shelf. PB/MA-m/s/p to donate that January ATM fees of \$525 to the Good Samaritan Food Shelf.

Alli Fast and Katie Vasey attended meeting on behalf of Essentia Health to make the Council aware of a new program Essentia Health is working on for community health needs assessments. With this being a new program, it was asked if the City would assist Essentia in reaching community members to gather information on community needs. Council offered City resources to accommodate as needed, such as utility billings, website, and social media communication options.

PUBLIC WORKS—Kris Carlson from Ulteig attended meeting, giving the Council an update on the Wastewater project. Final plans and specifications have been resubmitted to USDA Rural Development for a final review and approval. City is currently waiting on an MPCA permit. Temporary and permanent easements have been negotiated with abutting land owners. Ulteig is working with the local power companies for the installation of 3-phase. Carlson provided an updated estimate for project construction costs with an increase of \$904,003. Major factors effecting cost are MPCA requirements for 2024 changing, inflation, and an update to the proposed repair to the pond liner. These updates are eligible to be covered through funding from the USDA. Carlson will return to the next meeting to proceed with starting the bidding process for the project and moving forward. New tentative project schedule proposes the project will be completed by November 2024. Brief discussion on the Herold Court paving project. City hopes to being this project as soon as the sanitary sewer collection system replacement is completed through Herold Court.

Askelson reported crews have been working on clearing ditches on the Southwest side of town. A quote from Burley's Tree service was presented for the removal of brush and trees along 3rd St SW totaling \$1,800. Askelson will be reaching out to other contractors for quotes. TC/ML-m/s/p to approve spending up to \$1,800 on this project. Nelson Window and Door has finished installing three new doors in the community center. The air compressor in the shop is no longer operational. ML/MA-m/s/p to approve spending up to \$1,000 to replace.

EDA/PARKS—Mark Askelson received estimate from Deep Roots Land Service to develop trails at Heiberg Park of between \$1,200 and \$1,500. Will also be applying for a Grant through the Dekko Foundation for this project. Final project plans will include the creation of trails, fencing/barriers, and possible benches and picnic areas. Skating rink has been closed due to weather, presumably for the season. Will be shutting down the building for the time being unless it is needed for meetings or private parties. EDA committee plans to work on promoting the City Lot incentive program more in the coming years.

LIQUOR—January gross sales \$43,454.53, ATM revenue \$525. Nysetvold has lined up a band for Town & Country Days, Rochus out of Fargo. MA/PB-m/s/p to approve new hires; Ashley Mackner and Ben Demaris as part time bartenders. Nysetvold requested permission to offer the Assistant Manager position to current employee Nikki Boe. ML/TC-m/s/p to make offer, requesting the position be advertised should she decline. Discussion regarding pull-tab rent from the American Legion. Currently the rent is set at \$200.00 per month. It was questioned if this was an appropriate amount. An inquiry will be made with the American Legion to discuss in the future. Discussed setting up a Community Needs fund with these proceeds moving forward. Nysetvold will reach her 6-month employment as Manager at the end of February. Clerk Johnson requested permission to add Nysetvold to the ATM account at United Valley Bank and to transfer authority over the ATM operation to Nysetvold at this time. Councilmember Askelson motioned to approved, seconded by Councilmember Christianson the following resolution was passed.

RESOLUTION 2024—04

RESOLUTION TO UPDATE SIGNATORY POWERS WITH UNITED VALLEY BANK IN RELATION TO THE TWIN VALLEY MUNICIPAL LIQUOR STORE ATM

WHEREAS, the Twin Valley City Council addresses the need for the Liquor Store manager to be able to sign off on, and make preliminary decisions with relation to the daily operation of the Twin Valley Municipal Liquor store with proper approval from said City Council;

THEREFORE, BE IT RESOLVED, that the Twin Valley City Council hereby approves the addition of Toni Nysetvold, Liquor Store Manager, as an authorized agent of the Twin Valley Municipal Liquor Store and requests this addition to be recorded at United Valley Bank, the financial institution holding accounts for the Twin Valley Municipal Liquor Store ATM.

Upon a roll call vote taken thereon the following voted in favor of said resolution: Mark Askelson, Paul Bekkerus, Michael Bolton, Tracy Christianson, & Mike Lampton; and the following voted against: None. WHEREUPON said resolution was duly adopted this 20th day of February, 2024.

RACHEL JOHNSON, CLERK-TREASURER

MICHAEL BOLTON, MAYOR

Brief personnel discussion, Nysetvold inquired the correct procedure for employee issues and job standards. Nysetvold will work with the personnel committee as needed with concerns.

POLICE—Douville distributed January activity report to Council, noting calls appeared to be increased from the previous year. New squad vehicle is expected to arrive fully equipped this week. No qualified full-time officer applications have been received. Douville requested Council permission to create a new position for a Part-Time, Seasonal Public Service Officer. This position would not need to be a full-time licensed police officer and would mainly be responsible for Local Ordinance enforcement, such as nuisances, animals, parking enforcement, etc. Douville suggested the pay range be between \$15-\$18 per hour starting. ML/TC-m/s/p to approve and create position and advertise.

FIRE/RESCUE—Lampton reported 17 rescue calls and 1 fire call. The rescue squad computer has died, PB/MA-m/s/p to approve spending up to \$400.00 to replace. Fire Department is also looking into purchasing a new air compressor for the rescue unit. MA/TC-m/s/p to approve spending up to \$800.00 on a new unit. Department will be attending a training from the State Fire Marshall this week to discuss fire scenes and responsibilities. Discussed

property damaged by fire in November. Property owner has removed the building, leaving behind the concrete foundation. It was requested that this be removed as well, or having plans to rebuild, before the insurance escrow account is released.

FINANCIALS—January financial statement distributed to Council. No questions or comments.

NEW BUSINESS—Council took no action on an advertising opportunity from KRJB. TC/MA-m/s/p to approve LG230 MN Lawful Gambling Application to Conduct Off-Site Gambling to the American Legion Post 431 for an event to be held February 24, 2024 in the Twin Valley Community Center.

FYI/OTHER—Board of Appeal and Equalization hearing is scheduled for April 29, 2024 at 6:00PM in the Community Center. Spring clean-up date has been set for Thursday, April 25th. Council also wished to express appreciation to Utility Clerk Peterick for all her extra help the past weekend in preparing for the funeral event held in the community center.

Meeting adjourned at 8:33PM, MA/PB-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
MICHAEL BOLTON, MAYOR

* * * * *

* * * * *

* * * * *

* * * * *

* * * * *