

Twin Valley City Council
Regular Council Meeting

Monday, July 8, 2024 - 7:00PM

Twin Valley Community Center

1 **CALL TO ORDER** _____ PM

2 **ROLL CALL**

CITIZEN'S FORUM

Maximum Time - 10 minutes. If no public comments are presented, meeting will continue.

ADDITIONS TO AGENDA

____ / ____ M/S/P

- 1) _____
2) _____
3) _____

3 **MINUTES APPROVAL** June Minutes

____ / ____ M/S/P

4 CLAIMS	06/11/2024 - 06/30/2024	<u>\$49,351.01</u>
	07/01/2024 - 07/08/2024	<u>\$104,165.82</u>

PAYROLL	05/26/2024 - 06/08/2024	<u>\$17,182.36</u>
	06/09/2024 - 06/22/2024	<u>\$16,052.51</u>

DISBURSEMENT TOTAL	<u>\$186,751.70</u>
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____ / ____ M/S/P

6 **COMMUNITY** Building Permits
Commercial License Application

7 **ORDINANCE/RESOLUTIONS**

OTP - Request for Utility Easement
Annexation Agreement / Ordinance

8 **REPORTS OF OFFICERS, BOARDS, COMMITTEES**

LIQUOR	General Report	Gross Sales	<u>\$ 45,841.64</u>
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ATM _____

PUBLIC WORKS	General Report
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EDA/PARKS	General Report
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POLICE	General Report
	Public Nuisance updates

FIRE/RESCUE	General Report
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Resignation

ADMIN

Financial Report

10 **NEW BUSINESS**

Unpaid Utilities - Assessments

11 **FYI/OTHER**

Invitation: Lunch and Learn - Verkada Cameras
LMC Dues notice

12 **MEETING ADJOURNED**

_____ PM

_____/_____/M/S/P

**MONDAY, June 10, 2024 – TWIN VALLEY CITY COUNCIL
PUBLIC INFORMATION MEETING – POLICE WORN BODY CAMERAS
Twin Valley Community Center – 6:30 PM**

MEMBERS: Mark Askelson, Michael Bolton, Tracy Christianson **ABSENT:** Paul Bekkerus

OTHERS: Deanne Peterick, Toni Nysetvold, Kathy Anderson, Jesse Keller, Prestin Douville, Jason Douville.

Meeting called to order at 6:37PM by Mayor Bolton. Chief Douville distributed a copy of the proposed policy for body worn cameras and explained the basics of the program. No public comments were heard.

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

MEMBERS: Mark Askelson, Michael Bolton, Tracy Christianson **VIA PHONE:** Mike Lampton

ABSENT: Paul Bekkerus

OTHERS: Deanne Peterick, Kerry Askelson, Jason Douville, Toni Nysetvold, Prestin Douville, Kathy Anderson, Jesse Keller.

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

MONTHLY BUSINESS

Minutes—TC/ML-m/s/p to approve May minutes as presented.

Disbursements—MA/ML-m/s/p to approve disbursements totaling \$128,772.19. A full copy of claims and payroll disbursements is available at the Clerk's office.

COMMUNITY—ML/TC-m/s/p to approve the following two building permit requests; 104 Main Ave E for the addition of a detached garage and 309 Pleasant Ave SE for an addition to the home.

DNR TRAILS SPONSORSHIP—Clerk Johnson received correspondence from the DNR in conjunction with the City's sponsorship of the Moonshiners Snowmobile Club for grant funding. In order to complete the contract for the 2025 year, an updated resolution from the City authorizing the continued sponsorship is required. Councilmember Askelson motioned to authorize the City's continued sponsorship, seconded by Councilmember Christianson the following resolution was introduced.

RESOLUTION 2024—10

**A RESOLUTION AUTHORIZING CONTINUED SPONSORSHIP OF THE SNOWMOBILE TRAILS OPERATED BY
THE MOONSHIERS SNOWMOBILE CLUB**

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

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

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

Upon a roll call vote taken thereon the following voted in favor of said resolution: Mark Askelson, Michael Bolton, Tracy Christianson, & Mike Lampton; and the following voted against: None. WHEREUPON said resolution was duly adopted this 10th day of June, 2024.

RACHEL JOHNSON, CLERK-TREASURER

MICHAEL BOLTON, MAYOR

LIQUOR—Nysetvold gave the monthly report for the liquor store. Gross sales for May were \$50,723.14, ATM revenue \$423.50. The walk-in cooler received necessary repairs. A couple of the cameras have been moved to get better angles. The new ice cooler has arrived and is stocked outside. Updated Council on previous and upcoming events. TC/ML-m/s/p to approve donating \$429.88 to the Twin Valley American Legion, as a result of the proceeds from sales at the recent pig-roast.

PUBLIC WORKS—The City received notice from the Minnesota Rural Water Finance Authority that the application for interim construction financing was approved in the amount of \$2,878,000 for the wastewater project. Bond documents have been drafted by Taft Law, acting as the City Bond Counsel. Councilmember Akselson introduced the following resolution and moved for its adoption, seconded by Councilmember Lampton the following resolution was passed.

RESOLUTION 2024—11

RESOLUTION AUTHORIZING EXECUTION OF AN ADVANCE AGREEMENT AND PARTICIPATION IN JOINT POWERS AUTHORITY FOR A SEWER PROJECT FOR THE CITY OF TWIN VALLEY, MINNESOTA AND ACCEPTING THE OFFER OF THE MINNESOTA RURAL WATER FINANCE AUTHORITY TO PURCHASE A \$2,878,000 GENERAL OBLIGATION SEWER REVENUE BOND ANTICIPATION NOTE OF 2024A AND PROVIDING FOR ITS ISSUANCE

Upon a roll call vote taken thereon the following voted in favor of said resolution: Mark Askelson, Michael Bolton, Tracy Christianson, & Mike Lampton; and the following voted against: None. WHEREUPON said resolution was duly adopted this 10th day of June, 2024.

RACHEL JOHNSON, CLERK-TREASURER

MICHAEL BOLTON, MAYOR

A full copy of the above resolution is available for review in the City Clerk's office.

Askelson gave Council the general report for the Public Works Department. Paving crews will be here later in the week to resurface two sections of city streets on the East side of town. Briefly discussed issues with the current handheld meter reader. Due to its age, it is starting to have issues, Peterick is looking into options.

PARKS—Kerry Askelson inquired about putting up fencing along the cliff line at the new walking trail. He will pick up something in the coming weeks to have installed. The splash park is now open for the summer, daily from 1PM until 6PM. Mark Askelson suggested beginning a comprehensive plan for the City, is looking into grant funding.

POLICE—Douville reported Delong is doing well as the new community service officer, still working on taking care of public nuisance properties in town. Working on directly contacting all owners of properties with building maintenance issues before issuing final warnings and citations. Property owner at 204 Norman Ave NW has contacted the City, requesting to donate property to the City. MA/TC-m/s/p to approve. Home at 211 Norman Ave NW was forfeited to the State of Minnesota in 2023, no auction has been held at the County yet due to upcoming changes in State legislation. Clerk Johnson contacted the County Auditor/Treasurer to inquire about the City taking ownership with the intent of removal for blight. MA/TC-m/s/p to request the parcel for public purpose. The property owner at 104 Norman Ave NW, having already removed the delapidated home at the property, has requested the \$1,000 demolition incentive. MA/ML-m/s/p to approve.

FIRE/RESCUE—Lampton reported 16 rescue calls and 1 fire call. Swansons Repair will be in to test the pumps on June 18th.

FINANCE—Financial statement through May 31, 2024 distributed to Council. No comments or questions.

OLD BUSINESS—The buildings at 201 Pleasant Ave SW have now been removed. Councilmember Lampton motioned to approve land sale for \$5,000 to neighboring property owner. Motioned seconded by Councilmember Christianson and the following resolution was passed.

RESOLUTION 2024—12

A RESOLUTION TO AUTHORIZE THE SALE OF REAL PROPERTY IN TWIN VALLEY

WHEREAS, The City of Twin Valley is the owner of real property, 201 Pleasant Ave SW, Parcel 32-8470000 legally described as:

The East Seventy-five (75) feet of Lots One (1), Two (2), and Three (3) of Hanson's First Addition to the Village of Twin Valley, Norman County, Minnesota, according to the Plat thereof on file and of record in the office of the Register of Deeds in and for said County and State.

AND, WHEREAS, the City does hereby authorize the sale of land to David Hansen, Twin Valley, MN for the amount of Five Thousand Dollars (\$5,000.00) for the above-described property; and

WHEREAS, a resolution authorizing said conveyance is required.

THEREFORE, BE IT RESOLVED, that the City Council of the City of Twin Valley does hereby authorize the Mayor of the City of Twin Valley and the City Clerk of the City of Twin Valley to execute and deliver a Quit Claim Deed between the two parties for the real property described.

Upon a roll call vote taken thereon the following voted in favor of said resolution: Mark Askelson, Michael Bolton, Tracy Christianson, & Mike Lampton; and the following voted against: None. WHEREUPON said resolution was duly adopted this 10th day of June, 2024.

RACHEL JOHNSON, CLERK-TREASURER

MICHAEL BOLTON, MAYOR

NEW BUSINESS—Distributed the 2023 Population and Household Estimates from the State Demographer. The April 1, 2023 population estimate is 707 with the household estimate at 328. Briefly discussed rental properties in town, Bolton questioned if the City had any guidelines for rental housing in town. Some other towns have rental guidelines that rental owners must follow. Will look into more information for future meeting.

FYI/OTHER—Public hearing for the proposed annexation is set for Monday, June 24 at 7:00PM. Town and Country Days will be July 19th-21st.

Meeting adjourned 8:17PM, TC/MA-m/s/p/

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

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**MONDAY, June 24, 2024 – TWIN VALLEY CITY COUNCIL
PUBLIC HEARING – LAND ANNEXATION PETITION
Twin Valley Community Center – 7:00 PM**

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

OTHERS: Dan Buckle, Sue & Ron Thorsrud, Prestin Douville, Jason Douville, Connie Hamernik, Whitney Boe, Julie Fairbanks, Deb Opsahl, Jess Riepe.

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a public hearing on Monday, June 24, 2024. Mayor Bolton called the hearing to order at 7:00PM. A brief overview of the annexation process was given.

S. Thorsrud questioned why a Dollar General was necessary. It was noted that the City had no involvement other than receiving a petition for annexation. It was noted that to the best of the Council's knowledge, whether the annexation goes through or not, this proposed business will be in the area.

D. Buckle expressed bringing new business to town is a positive for the City.

R. Thorsrud questioned if the City could deny the annexation and deny water and sewer services. It was explained that the Council did not currently feel like denying new business and infrastructure was in the best interest of the City.

J. Faribanks expressed concern over the operations of other local Dollar General stores, hoping that if one is brought to town, it will be kept up. Council agreed, however will not have much jurisdiction over how the business is run.

No other public comment was brought forward.

Council discussed the city tax levy and how annexation and land improvements will affect taxes moving forward. Annexation agreement and proposed ordinance will be on the agenda for the July 8th meeting.

Hearing adjourned, 7:21PM, MA/TC-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

* * * * *

DISBURSEMENTS FOR APPROVAL

1

06/11/2024 thru 07/08/2024

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A.F.L.A.C. WEST REGION	Employee Benefit	\$354.85
ADAPCO, LLC	Operating Supplies	\$2,021.91
AGASSIZ ASPHALT, LLC	Paving/Overlay	\$49,610.00
ARVIG	Telephone/Internet	\$573.78
BMO BANK	Operating Supplies	\$611.51
BUCKLE'S HARDWARE	Repairs & Maintenance	\$572.33
EFTPS-ONLINE	Payroll Taxes	\$4,128.26
FURTHER	Employee Benefit	\$789.00
JULIN LAW OFFICE, PLLC	Professional Fee	\$175.00
KRJB FM RADIO	Advertising	\$589.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$54.93
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MJM NYSETVOLD INC.	Repairs & Maintenance	\$155.65
MN DOR - PAYROLL TAX	Payroll Taxes	\$881.05
MN PEIP	Employee Benefit	\$1,153.74
MN STATE COMM & TECH COLLEGE	Training	\$600.00
MORRIS ELECTRONICS	Contracted Service	\$250.00
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$1,144.92
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$590.00
OFFICE SUPPLIES PLUS*	opers	\$88.43
OTTERTAIL POWER CO.	Utility	\$2,236.14
PAYROLL	Wages	\$17,567.66
P.E.R.A. - SDR DIVISION	Employee Benefit	\$4,181.84
PETE PAZDERNIK	Reimbursemet (FD)	\$82.04
PREMIUM WATERS	Contracted Service	\$33.75
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$207.00
USABLE LIFE	Employee Benefit	\$24.07
VERIZON WIRELESS	Telephone/Internet	\$35.01
VESTIS	Contracted Service	\$310.40
	GENERAL TOTAL	\$89,077.27
DAN THOMPSON ESTATE	Demolition Incentive	\$1,000.00
JULIN LAW OFFICE, PLLC	Professional Fee	\$212.50
VISSER TRENCHING, INC.	Contracted Service	\$10,000.00
	BLIGHT/BEAUTIFICATION TOTAL	\$11,212.50
A.F.L.A.C. WEST REGION	Employee Benefit	\$120.72
ARVIG	Telephone/Internet	\$124.08
BMO BANK	Operating Supplies	\$87.44
BUCKLE'S HARDWARE	Repairs & Maintenance	\$36.71
EFTPS-ONLINE	Payroll Taxes	\$873.04
FURTHER	Employee Benefit	\$185.50
HAWKINS, INC.	Operating Supplies	\$663.50
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$177.62
MN DOR - SALES & USE TAX	Sales Tax	\$72.00
MN PEIP	Employee Benefit	\$731.15
OTTERTAIL POWER CO.	Utility	\$1,011.02
PAYROLL	Wages	\$3,412.29
P.E.R.A. - SDR DIVISION	Employee Benefit	\$870.22
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$300.00
USABLE LIFE	Employee Benefit	\$20.66
USABLUBOOK	Operating Supplies	\$261.22
VESTIS	Contracted Service	\$96.59
	WATER TOTAL	\$9,116.26
A.F.L.A.C. WEST REGION	Employee Benefit	\$120.72
ARVIG	Telephone/Internet	\$81.16

BUCKLE'S HARDWARE	Repairs & Maintenance	\$46.58
EFTPS-ONLINE	Payroll Taxes	\$872.92
FURTHER	Employee Benefit	\$185.50
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$177.63
MN PEIP	Employee Benefit	\$731.15
OTTERTAIL POWER CO.	Utility	\$473.18
PAYROLL	Wages	\$3,412.29
P.E.R.A. - SDR DIVISION	Employee Benefit	\$870.22
RMB ENVIRONMENTAL LABS, INC.	Contracted Service	\$281.11
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$100.00
USABLE LIFE	Employee Benefit	\$20.66
VESTIS	Contracted Service	\$96.59
	SEWER TOTAL	\$7,542.21
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$11,906.13
MN DOR - SALES & USE TAX	Sales Tax	\$742.00
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$100.00
	GARBAGE TOTAL	\$12,748.13
AARON'S GROCERY	Merchandise for Resale	\$868.51
ABSOLUTE ICE	Merchandise for Resale	\$94.60
ARVIG	Telephone/Internet	\$320.17
BERGSETH BROS.	Merchandise for Resale	\$4,980.85
BEVERAGE WHOLESALERS	Merchandise for Resale	\$526.00
BMO BANK	Operating Supplies	\$300.46
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,509.51
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$183.00
D-S BEVERAGES	Merchandise for Resale	\$12,779.45
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$65.76
EFTPS-ONLINE	Payroll Taxes	\$1,710.09
FURTHER	Employee Benefit	\$144.42
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$1,015.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$1,020.65
HENRY'S FOODS INC.	Merchandise for Resale	\$4,200.91
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$3,930.27
KASEYA US, LLC	Contracted Service	\$200.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,541.10
MINNESOTA SISTERS	Uniforms	\$242.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$371.91
MN DOR - SALES & USE TAX	Sales Tax	\$4,190.00
MN PEIP	Employee Benefit	\$737.86
OFFICE SUPPLIES PLUS*	Operating Supplies	\$18.39
OTTERTAIL POWER CO.	Utility	\$934.73
PAYROLL	Wages	\$8,842.63
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,746.61
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$2,505.82
TONI NYSETVOLD	Reimbursement - Steak Night	\$60.00
TWIN VALLEY AMERICAN LEGION	Donatino	\$429.88
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$300.00
USABLE LIFE	Employee Benefit	\$3.27
VESTIS	Contracted Service	\$281.48
	LIQUOR TOTAL	\$57,055.33
	DISBURSEMENT TOTAL	\$186,751.70



Application for Land Use | Zoning | Building Permit

OFFICE OF THE CLERK
107 2nd Street SW
P.O. Box 307
Twin Valley, MN 56584-0307
Office 218.584.5254
Fax 218.584.5723
www.TwinValley.govoffice.com

Date of Application 6-30-24

City Permit No. _____

Fee(s) \$ 10.00

Date Paid 6-30-24

Parcel Number _____

Zone

☐ R-1 Residential

☐ R-2 Residential

☐ Commercial

☐ Industrial

☐ Urban/Agricultural

Job Address (Include address #, Street Name, & Direction)

203 3rd ST NE Twin Valley mn 56584

Property Owner

Beth and David Portz

Owner Phone

218 584 8205

Work Type

☒ Addition (e.g. Decks, fences, out buildings)

☐ Dwelling Unit Conversion

☐ Dwelling Unit Finish

☐ Misc (e.g. Reroof, siding, window replacement)

☒ New Construction

☐ Remodel

Description of Work (indicate type/kind of construction materials to be used: wood, metal, concrete, etc.)

12x12 storage shed built out of wood

(Use reverse side for further description/drawing of changes—Diagrams or plans can also be attached)

Front Width 12

Side Length 12

Height 8' or less

No. or Stories 1

Total Square Feet _____

**** All construction must meet all setback and zoning ordinance requirements. ****

In accordance with State law the applicant must indicate the Contractor's name, address, phone number and License number who will be performing the construction, remodeling etc. or hereby sign that they are the person(s) performing the work as described above. (If the Contractor is not licensed he/she must provide a copy of the State Exemption Certificate as in compliance with the Department of Commerce.

Contractor Name: myself

License Number: _____

Phone: 218 584 - 8205

Address: 203 3rd ST NE Twin Valley mn

I hereby agree that in case such permit is granted, that all work which shall be done and all materials which shall be used shall comply with the plans, specifications, and details submitted and with all the ordinances of the City of Twin Valley applicable thereto.

Signature of Applicant/Owner

David Portz

Approved

Denied

By Council on _____ / _____ / _____

Revised 05/2017

2017 FEE SCHEDULE

LAND USE/ZONING/BUILDING PERMITS

Fences, Decks, Storage Units (Non-permanent)	\$10.00
Small Storage Units (secured/slab).....	\$15.00
Additions, Porches, Patios, etc. (attached)	\$20.00
Garages, Structures (not attached).....	\$25.00
New Construction—Residential.....	\$50.00
New Construction—Commercial	\$100.00
Penalty Fee—Project started without Council approval	\$10.00

DETAILS AND REMARKS

*called 7/2/24 LM 10:30A

Existing

NEW

House

3rd
ST

All permit applications must go before the Twin Valley City Council for approval. Regular meetings of the City Council are held on the second Monday of each month (unless otherwise posted).

Approved

Denied

By Council on ____/____/____

Revised 05/2017



Application for Land Use | Zoning | Building Permit

OFFICE OF THE CLERK
107 2nd Street SW
P.O. Box 307
Twin Valley, MN 56584-0307
Office 218.584.5254
Fax 218.584.5723
www.TwinValley.govoffice.com

Monday
July 8, 2024

Date of Application 6-20-24

Fee(s) \$ 2000

Date Paid 7/3/24 *cash*

City Permit No. _____

Parcel Number 32 - 8542000

Zone ☐ R-1 Residential ☒ R-2 Residential ☐ Commercial ☐ Industrial ☐ Urban/Agricultural

Job Address (Include address #, Street Name, & Direction)

103 1st

Property Owner

Melva Garcia Villanueva

Owner Phone

701-561-2549

Work Type

- ☒ Addition (e.g. Decks, fences, out buildings) ☐ Dwelling Unit Conversion ☐ Dwelling Unit Finish
☐ Misc (e.g. Reroof, siding, window replacement) ☐ New Construction ☐ Remodel

Description of Work (indicate type/kind of construction materials to be used: wood, metal, concrete, etc.)

wood

(Use reverse side for further description/drawing of changes—Diagrams or plans can also be attached)

Front Width 12 ft Side Length 16 ft Height 9 ft

No. or Stories 1 Total Square Feet _____

**** All construction must meet all setback and zoning ordinance requirements. ****

In accordance with State law the applicant must indicate the Contractor's name, address, phone number and License number who will be performing the construction, remodeling etc. or hereby sign that they are the person(s) performing the work as described above. (If the Contractor is not licensed he/she must provide a copy of the State Exemption Certificate as in compliance with the Department of Commerce.

Contractor Name:

License Number:

Phone: () -

Address:

I hereby agree that in case such permit is granted, that all work which shall be done and all materials which shall be used shall comply with the plans, specifications, and details submitted and with all the ordinances of the City of Twin Valley applicable thereto.

Signature of Applicant/Owner

Melva Garcia Villanueva

Approved

Denied

By Council on _____ / _____ / _____

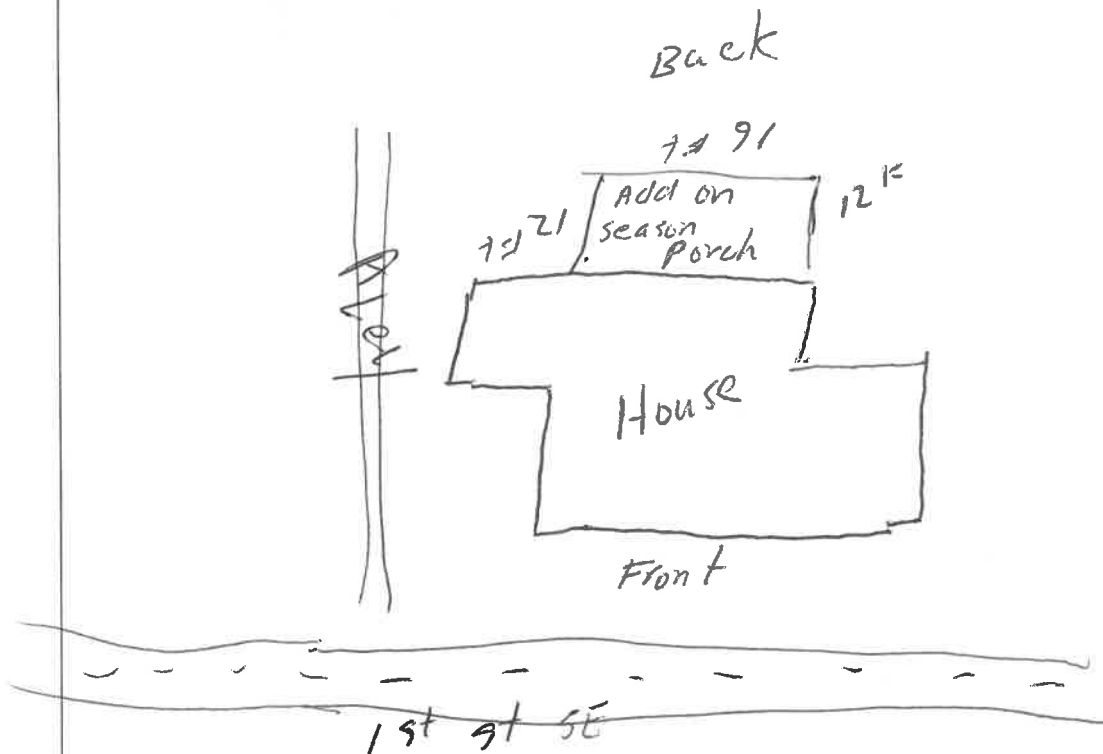
Revised 05/2017

2017 FEE SCHEDULE

LAND USE/ZONING/BUILDING PERMITS

Fences, Decks, Storage Units (Non-permanent)	\$10.00
Small Storage Units (secured/slab).....	\$15.00
Additions, Porches, Patios, etc. (attached)	\$20.00
Garages, Structures (not attached).....	\$25.00
New Construction—Residential	\$50.00
New Construction—Commercial	\$100.00
Penalty Fee—Project started without Council approval	\$10.00

DETAILS AND REMARKS



All permit applications must go before the Twin Valley City Council for approval. Regular meetings of the City Council are held on the second Monday of each month (unless otherwise posted).



Application for Land Use | Zoning | Building Permit

OFFICE OF THE CLERK
107 2nd Street SW
P.O. Box 307
Twin Valley, MN 56584-0307
Office 218.584.5254
Fax 218.584.5723
www.TwinValley.govoffice.com

Date of Application 07/02/2024

City Permit No. _____

Fee(s) \$ _____

Date Paid _____

Parcel Number ____ - _____

Zone

☒ R-1 Residential ☐ R-2 Residential ☐ Commercial ☐ Industrial ☐ Urban/Agricultural

Job Address (Include address #, Street Name, & Direction)

104 Main Ave East, Twin Valley, MN 56584

Property Owner

Laura and Jesse Keller

Owner Phone

563-221-4127

Work Type

- ☒ Addition (e.g. Decks, fences, out buildings) ☐ Dwelling Unit Conversion ☐ Dwelling Unit Finish
☐ Misc (e.g. Reroof, siding, window replacement) ☐ New Construction ☐ Remodel

Description of Work (indicate type/kind of construction materials to be used: wood, metal, concrete, etc.)

Installing privacy fence in the backyard of the home. It will be a wood fence with wood posts for support. *It will not extend into the front yard. It will be set even with the back of the shop that is being built (will not be close to rear alley)

(Use reverse side for further description/drawing of changes—Diagrams or plans can also be attached)

Front Width _____ Side Length _____ Height 6 ft

No. or Stories _____ Total Square Feet _____

**** All construction must meet all setback and zoning ordinance requirements. ****

In accordance with State law the applicant must indicate the Contractor's name, address, phone number and License number who will be performing the construction, remodeling etc. or hereby sign that they are the person(s) performing the work as described above. (If the Contractor is not licensed he/she must provide a copy of the State Exemption Certificate as in compliance with the Department of Commerce.

Contractor Name:

License Number:

Phone: () -

Address:

I hereby agree that in case such permit is granted, that all work which shall be done and all materials which shall be used shall comply with the plans, specifications, and details submitted and with all the ordinances of the City of Twin Valley applicable thereto.

Signature of Applicant/Owner

Laura L Keller



Approved

Denied

By Council on _____ / _____ / _____

Revised 05/2017

FEE SCHEDULE	
LAND USE/ZONING/BUILDING PERMITS	
Fences, Decks, Storage Units (Non-permanent)	\$10.00
Small Storage Units (secured/slab).....	\$15.00
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New Construction—Commercial	\$100.00
Penalty Fee—Project started without Council approval	\$10.00

DETAILS AND REMARKS

All permit applications must go before the Twin Valley City Council for approval. Regular meetings of the City Council are held on the second Monday of each month (unless otherwise posted).

215 South Cascade Street
PO Box 496
Fergus Falls, Minnesota 56538-0496
218 739-8200
www.otpc.com



June 7, 2024

City of Twin Valley
PO Box 307
Twin Valley, MN 56584

Subject: Easement

Otter Tail Power Company would like to obtain an easement from you for an underground electric power line across your property in Twin Valley, Minnesota.

Enclosed is the original of the easement, payment agreement and map.

At your earliest convenience, please sign the easement document, as well as the payment agreement document. The signing needs to be **witnessed by a Notary Public** and we would appreciate if we could have this signed and the originals returned by June 28, 2024 for our records and recording in the enclosed envelope. Feel free to make a copy for your records.

If you have any questions regarding this matter, please contact me at 218-739-8277.

Sincerely,

A handwritten signature in blue ink that reads "Stephanie Schuver".

Stephanie Schuver
Land Specialist
Land Rights and Permitting Department

Enclosures
Easement
Payment Agreement
Survey Map

THIS INSTRUMENT WAS DRAFTED BY
AND UPON RECORDING RETURN TO:
OTTER TAIL POWER COMPANY
P.O. BOX 496
FERGUS FALLS, MN 56538-0496
218-739-8200

THE SPACE ABOVE THIS LINE IS RESERVED FOR RECORDING PURPOSES.

Easement No. 140015_7.2_0010_E1

ELECTRIC LINE EASEMENT

The undersigned, **City of Twin Valley**, a municipal corporation under the law of the State of Minnesota (whether individually or collectively, hereafter “**Grantor**”) for good and valuable consideration paid to Grantor by **Otter Tail Power Company**, a Minnesota corporation, whose address is 215 South Cascade Street, Fergus Falls, Minnesota, 56537 (“**Grantee**”) does hereby grant to Grantee, and its successors and assigns, a perpetual and irrevocable easement (the “**Easement**”) to construct, operate, maintain, use, upgrade, rebuild, relocate or remove an electric line facility with one or more circuits, with all towers, structures, poles, foundations, crossarms, cables, wires, anchors, guys, supports, counterpoises, fixtures, and equipment related to said electric line facility, together with communication equipment relating to the operation of such electric lines (collectively, the “**Electric Line Facilities**”), through, over, under and across the certain lands more specifically described in the **Quit Claim Deed**, as recorded in the Office of the County Recorder of **Norman County**, State of **Minnesota**, on **September 18, 2017** as Document number **233139** (the “**Premises**”). The Easement shall be limited to that certain part of the Premises described on the attached Exhibit A (the “**Easement Area**”) in **Norman County, Minnesota**, hereby attached and made a part hereof.

Grantor hereby grants to Grantee an easement to survey for and locate the Electric Line Facilities. Grantor hereby grants to Grantee an easement for ingress and egress over and across the Premises to the Easement Area, by means of existing field roads and lanes, if any, otherwise, by the use of the most reasonable and feasible route selected by Grantee in its reasonable discretion. The Grantor hereby grants to Grantee a temporary easement for use by Grantee of the Premises adjacent to the Easement Area from time to time during construction, repair, replacement or upgrade of the Electric Line Facilities. All Electric Line Facilities installed and placed by or on behalf of Grantee in the Easement Area shall remain the property of Grantee.

Grantor shall not erect any buildings, structures, or other objects, permanent or temporary, upon the Easement Area. Grantor further agrees not to plant any trees within the Easement Area without the prior express written approval from Grantee, nor to perform any act, which will interfere with or endanger the Electric Line Facilities, at the Grantee’s sole discretion. Grantor hereby grants to Grantee the right to trim or remove any trees that are located within the Easement Area, and further grants to Grantee the right to trim or remove any tall or leaning trees, at the Grantee’s sole discretion, that are located adjacent to the Easement Area which may interfere with or otherwise endanger the Electric Line Facilities.

Grantee, after constructing, inspecting, or maintaining the Electric Line Facilities, shall restore the Easement Area as nearly as reasonably practicable to the condition of the Easement Area existing immediately prior to the commencement of such work. Grantee shall be liable for all physical damages resulting from Grantee’s exercise of the rights granted herein.

Grantor reserves the right to cultivate, use, and occupy the Easement Area in a manner that is not inconsistent with Grantee’s rights granted herein. Grantor reserves the right to dedicate and have or permit to be improved, maintained, and used for the purposes of streets, curbs and gutters, sewers, water and underground utilities (hereinafter called “**Improvements**”), the portion of said Easement Area not occupied by the structures supporting the Electric Line Facilities, provided that said Improvements do not, in the sole opinion of Grantee, impair the structural or electrical integrity of, or ability to maintain the

Electric Line Facilities or materially alter the existing ground elevations; and provided further that all such Improvements shall not result in a ground or other clearance of less than the minimum requirements specified by the National Electrical Safety Code and any other applicable laws or regulations or other codes in effect from time to time. Grantor, its agents or assigns must submit plans of Improvements or other installations within the Easement Area for review, compliance and written approval prior to installation of the proposed Improvements. Any such notifications shall be sent attention to Grantee's Land Rights Department by email or United States Postal Service at the above address.

Grantee shall have the right to assign all or any portion of the easements contained herein, this instrument, or the Electric Line Facilities on either an exclusive or nonexclusive basis to one or more assignees.

Grantor covenants for the benefit of Grantee, its successors and assigns, that Grantor is the owner of the Premises and has the right to convey the Easement and other rights as set forth herein.

The easements and covenants contained in this instrument shall run with and against the Premises. It is mutually understood and agreed that this instrument covers all the agreements and stipulations between the parties and that the terms herein may only be modified in writing. This instrument shall be governed by the laws of the state in which the Premises is located.

IN WITNESS WHEREOF, the undersigned has caused this instrument to be duly executed on _____, 20____.

GRANTOR
City of Twin Valley

By: _____

Its: _____

By: _____

Its: _____

STATE OF _____)
)SS
COUNTY OF _____)

This instrument was acknowledged before me on _____, 20____, by _____ and _____
(name) (name)
as _____ and _____
(title) (title)
of **City of Twin Valley**, who being authorized to do so, executed the instrument for the purposes therein contained.

In witness whereof I hereunto set my hand and official seal.

(SEAL)

Notary Public
My Commission Expires: _____

EXHIBIT A: Electric Line Easement in the SW1/4 of the SW1/4, Sec. 16, T144N, R44W, Norman County, Minnesota.

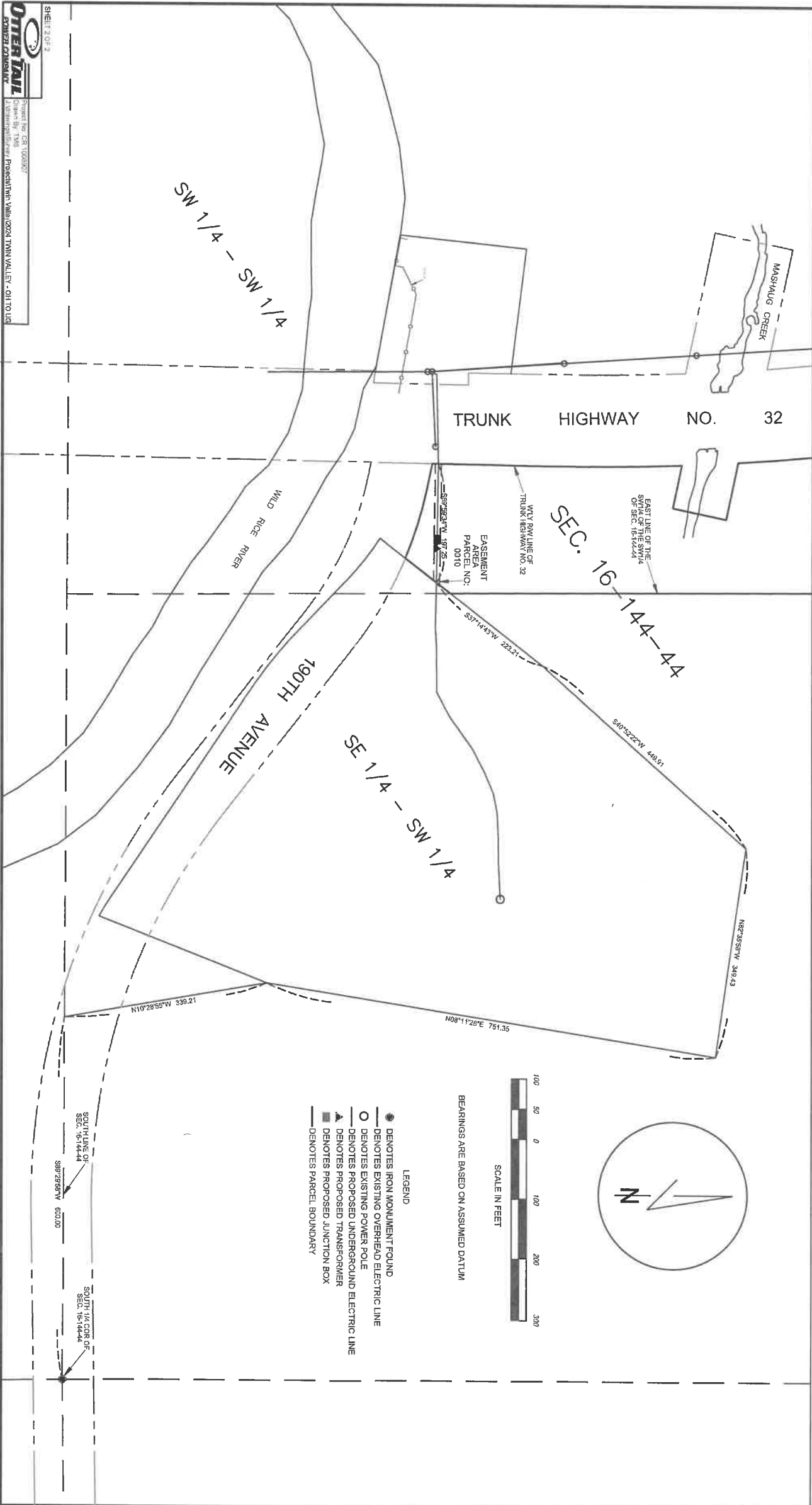
PARCEL 0010 EASEMENT LEGAL DESCRIPTION

A 10.00 foot easement for electrical line purposes over, under, and across all that part of the Southwest Quarter of the Southwest Quarter, Section 16, Township 144 North, Range 44 West, Norman County, Minnesota, being 5.00 feet on each side of the following described centerline:

Commencing at the south quarter corner of said Section 16; thence on an assumed bearing of South 89 degrees 29 minutes 58 seconds West along the south line of said Section 16, a distance of 600.00 feet; thence North 10 degrees 28 minutes 55 seconds West a distance of 339.21 feet; thence North 08 degrees 11 minutes 28 seconds East a distance of 751.35 feet; thence North 82 degrees 35 minutes 58 seconds West a distance of 349.43 feet; thence South 40 degrees 52 minutes 22 seconds West a distance of 449.91 feet; thence South 37 degrees 14 minutes 43 seconds West a distance of 223.21 feet to the east line of said Southwest Quarter of the Southwest Quarter, being the point of beginning of the centerline to be described; thence South 89 degrees 59 minutes 34 seconds West a distance of 197.25 feet to the easterly right of way line of Trunk Highway Number 32 and there terminating.

The sidelines of said easement shall be lengthened or shortened to terminate on said east line of the Southwest Quarter of the Southwest Quarter and on said easterly right of way line of Trunk Highway Number 32.

EXHIBIT A: Electric Line Easement in the SW1/4 of the SW1/4,
Sec. 16, T144N, R44W, Norman County, Minnesota.





EASEMENT PAYMENT AGREEMENT

Easement No. 140015_7.2_0010_E1

County: Norman

State: MN

STR: 16-144-44

OTTER TAIL POWER COMPANY hereby agrees to pay, and the undersigned Grantor hereby agrees to accept, the sum of **\$300.00** as full payment for the right of a/an:

- ☒ Electric Line Easement.^s
☐ Fiber Line Easement.
☐ Electric and Fiber Line Easement.

As per the easement, Payment will be made to the undersigned Grantor(s) no later than 60 days from receipt of the signed Easement by Otter Tail Power Company. Said signed Easement was received on the _____ day of _____, 20____,

Otter Tail Power Company agrees that this payment does not include a damage settlement. After construction of the electric line is completed, Otter Tail Power Company will review and settle claims for damage to land, crops, or fences resulting from the construction or maintenance of said electric line in a SEPARATE PAYMENT.

Easement payment **\$300.00**

Total payment **\$300.00**

OTTER TAIL POWER COMPANY

By _____
Stephanie Schuver, Land Specialist

GRANTOR
City of Twin Valley

By: _____

Its: _____

By: _____

Its: _____

Name on check _____ Check number _____

Date of check _____ Amount _____

Easement Compensation Calculation:

197.25	Total Length of Easement			
10	Width of Easement			
1972.5	Total Square Feet (length x width)			
0.045282	Total Acres in Easement area (total square feet / 43,560)	43,560 square feet = 1 acre		
\$1,350.00	Approximate Value of Land per Acre			
\$1,080.00	80% of approximate value			
\$61.13	Total Value of Land Encumbered (total acres x land value)			
\$48.90	80% of Total LAND Value - TOTAL PAYMENT			

Breakdown of payment by Grantor(s):

Name: _____ % of ownership _____ \$ _____

Name: _____ % of ownership _____ \$ _____

Name: _____ % of ownership _____ \$ _____

Name: _____ % of ownership _____ \$ _____

ORDINANCE NO. 2024—14

**AN ORDINANCE OF THE CITY OF TWIN VALLEY, MINNESOTA ANNEXING
LAND LOCATED IN WILD RICE TOWNSHIP, NORMAN COUNTY, MINNESOTA
PURSUANT TO MINNESOTA STATUTES § 414.033 SUBDIVISION 2(3),
PERMITTING ANNEXATION BY ORDINANCE**

WHEREAS, a petition signed by all the property owners, requesting that property legally described herein, be annexed to the City of Twin Valley, Minnesota, was duly presented to the Council of the City of Twin Valley on the 20th day of May, 2024; and

WHEREAS, said property is unincorporated and abuts the City of Twin Valley on its North boundary; is less than 120 acres; is not presently served by public sewer facilities or public sewer facilities are not otherwise available; and

WHEREAS, said property is not located within a flood plain or shoreland area; and

WHEREAS, said property is currently agricultural and annexation is requested to facilitate the extension of city services for the commercial development of the property; and

WHEREAS, the City of Twin Valley held a public hearing pursuant to Minnesota Statutes § 414.033 Subd. 2b, on June 24, 2024 following thirty (30) days written notice by certified mail to the Town of Wild Rice and to all landowners within and contiguous to the area legally described herein, to be annexed; and

WHEREAS, provisions of Minnesota Statutes § 414.033 Subd. 13 are not applicable in that there will be no change in the electric utility service provider resulting from the annexation of the territory to the municipality.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TWIN VALLEY HEREBY ORDAINS AS FOLLOWS:

1. The City Council hereby determines that the property herein, after described abuts the city limits and is or is about to become urban or suburban in nature in that commercial use is being proposed for said property the construction of which requires or will need city services, including public sewer facilities.
2. None of the property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute § 414.0325.
3. The corporate limits of the City of Twin Valley, Minnesota, are hereby extended to include the following described property, said land abutting the City of Twin Valley and being 120 acres or less in area, and is not presently served by public sewer facilities or public sewer facilities are not otherwise available, and the City having received a petition for annexation from all the property owners of the land, to wit:

PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 21,
TOWNSHIP 144 NORTH, RANGE 44 WEST OF THE 5TH PRINCIPAL MERIDIAN, WILD RICE
TOWNSHIP, NORMAN COUNTY, MINNESOTA, MORE PARTICULARLY DESCRIBED AS
FOLLOWS:

COMMENCING FROM THE SOUTH QUARTER CORNER OF SAID SECTION 21; HENCE S87°39'20"E ALONG THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION A DISTANCE OF 661.43 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S87°39'20"E ALONG SAID SOUTH LINE A DISTANCE OF 564.77 FEET TO THE WESTERLY RIGHT-OF-WAY OF STATE HIGHWAY 32; THENCE N47°37'19"W ALONG SAID RIGHT-OF-WAY OF A DISTANCE OF 746.00 FEET; THENCE S01°34'43"W ALONG A LINE PARALLEL WITH THE WEST LINE OF THE SOUTHEAST QUARTER A DISTANCE OF 479.90 FEET TO THE SOUTH LINE OF THE SOUTHEAST QUARTER, THE POINT OF BEGINNING.

The above-described property consists of a total of 3.11 acres, more or less. Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries and all appropriate plat maps are attached hereto.

4. That the population of the area legally described herein and hereby annexed is zero.
5. The City of Twin Valley, pursuant to Minn. Stat. § 414.036, that with respect to the property taxes payable on the area legally described herein, hereby annexed, shall make payment to the Town of Wild Rice over the course of two years for the full amount currently taxable to the Town of Wild Rice for said portion of land hereby annexed.
6. That pursuant to Minnesota Statutes § 414.036 with respect to any special assessments assigned by the Town to the annexed property and any portion of debt incurred by the Town prior to the annexation and attributable to the property to be annexed, but for which no special assessments are outstanding, for the area legally described herein there are no special assessments or debt incurred by the Town on the subject or for which reimbursement is required.
7. That the City Clerk of the City of Twin Valley is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Norman County Auditor, and the Wild Rice Township Clerk.
8. That this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Office of Administrative Hearings.

PASSED AND ADOPTED by the City Council of the City of Twin Valley, Minnesota, this 8th day of July, 2024.

Mayor

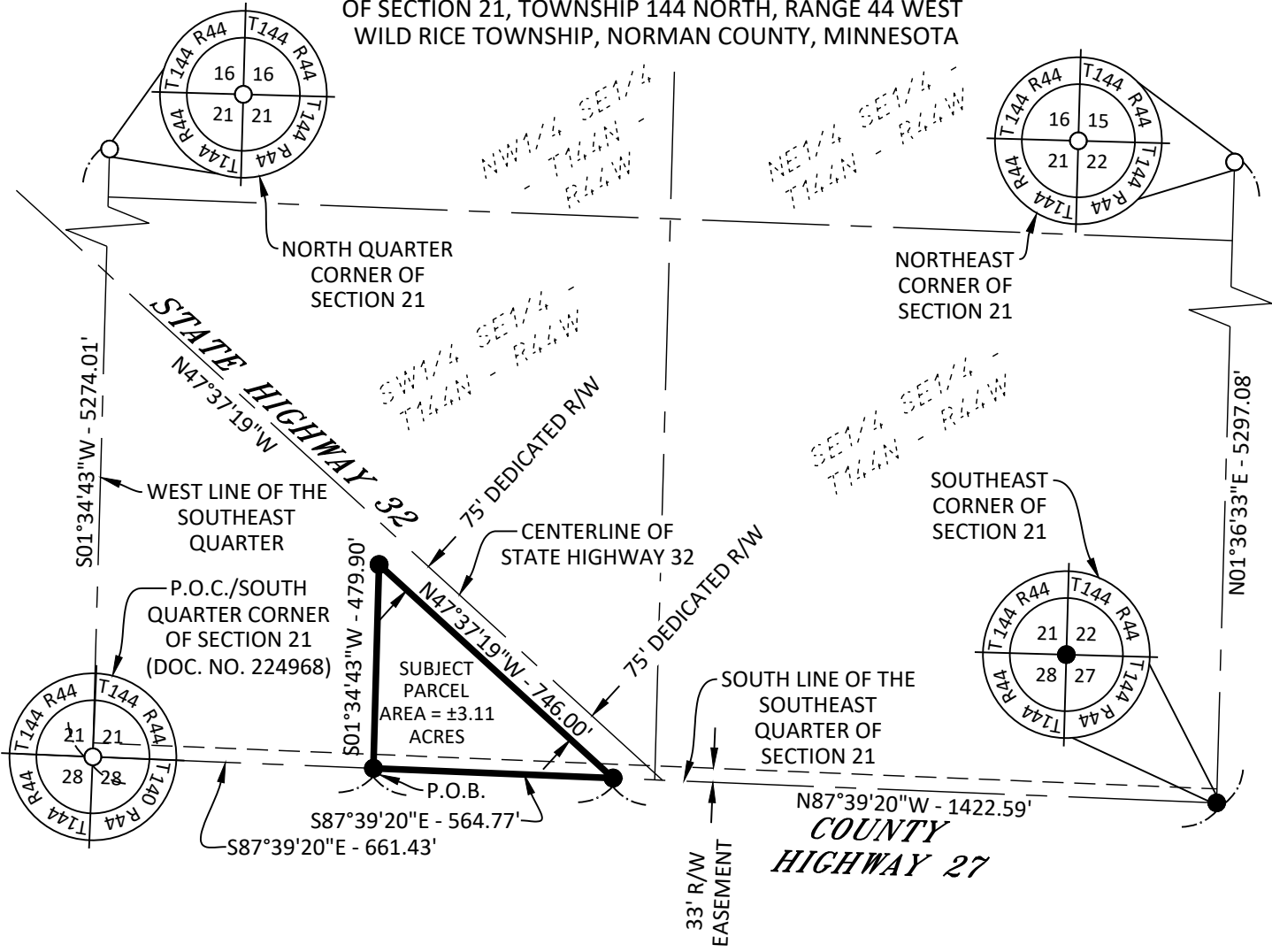
ATTEST:

City Clerk

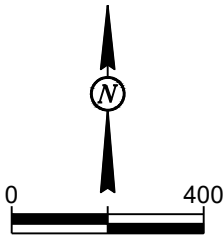
(City Seal)

CERTIFICATE OF SURVEY

PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER
OF SECTION 21, TOWNSHIP 144 NORTH, RANGE 44 WEST
WILD RICE TOWNSHIP, NORMAN COUNTY, MINNESOTA



LEGEND	
●	MONUMENT SET
○	MONUMENT FOUND
P.O.C.	POINT OF COMMENCEMENT
P.O.B.	POINT OF BEGINNING
---	EX. SECTION LINE
---	PROPERTY BOUNDARY LINE



DESCRIPTION

PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 21, TOWNSHIP 144 NORTH, RANGE 44 WEST OF THE 5TH PRINCIPAL MERIDIAN, WILD RICE TOWNSHIP, NORMAN COUNTY, MINNESOTA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING FROM THE SOUTH QUARTER CORNER OF SAID SECTION 21; THENCE S87°39'20"E ALONG THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION A DISTANCE OF 661.43 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S87°39'20"E ALONG SAID SOUTH LINE A DISTANCE OF 564.77 FEET TO THE WESTERLY RIGHT-OF-WAY OF STATE HIGHWAY 32; THENCE N47°37'19"W ALONG SAID RIGHT-OF-WAY OF A DISTANCE OF 746.00 FEET; THENCE S01°34'43"W ALONG A LINE PARALLEL WITH THE WEST LINE OF THE SOUTHEAST QUARTER A DISTANCE OF 479.90 FEET TO THE SOUTH LINE OF THE SOUTHEAST QUARTER, THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINS ±3.11 ACRES MORE OR LESS AND IS SUBJECT TO EASEMENTS AND RIGHTS OF WAY OF RECORD.



DRAWN BY: GCB
CHECKED BY: CAN
DATE: 04/18/2024

LIQUOR STORE DAILY SALES																							
Date	Food	Beverage	Bar Beer	Bar Liquor	Bar Wine	Cigs	Clothing	Off Beer	Off Liquor	Off Wine	Off Taxable	Bar Misc.	Drink Chip	Total Daily Sales	Sales Tax Collected	Total Sales w/tax	CC Sales	CC Surg	Adjusted Daily Sales	Daily Deposit	(+/-)	Lottery Deposit	
1	\$	184.38	\$ 24.22	\$ 335.80	\$ 288.19	\$ 80.00		\$ 1,301.27	\$ 201.06	\$ 43.95		\$ 13.50	\$ (4.00)	\$ 2,468.37	\$ 229.77	\$ 2,698.14	\$ 1,901.44	\$ 52.83	\$ 849.53	\$ 851.99	\$ 2.46	\$ 75.00	
2													\$ -	\$ -		\$ -			\$ -	\$ -	\$ -	\$ -	
3	\$	169.31	\$ 23.78	\$ 172.01	\$ 120.02	\$ 50.00		\$ 560.84	\$ 235.34	\$ 28.48	\$ 7.78		\$ (4.00)	\$ 1,363.56	\$ 125.21	\$ 1,488.77	\$ 726.22	\$ 19.60	\$ 782.15	\$ 774.80	\$ (7.35)	\$ 20.00	
4	\$	96.15	\$ 5.60	\$ 114.00	\$ 103.72	\$ 50.00		\$ 358.82	\$ 282.40	\$ 35.48	\$ 26.58		\$ -	\$ 1,072.75	\$ 97.76	\$ 1,170.51	\$ 604.89	\$ 17.08	\$ 582.70	\$ 577.80	\$ (4.90)	\$ 59.00	
5	\$	71.00	\$ 8.86	\$ 198.86	\$ 108.29	\$ 14.00		\$ 526.67	\$ 157.36	\$ 17.98			\$ -	\$ 1,112.85	\$ 105.97	\$ 1,218.82	\$ 506.79	\$ 13.96	\$ 725.99	\$ 726.29	\$ 0.30	\$ 53.00	
6	\$	218.82	\$ 20.52	\$ 199.52	\$ 306.68	\$ 60.00		\$ 434.26	\$ 153.81	\$ 24.98	\$ 9.99	\$ 1.75	\$ (4.00)	\$ 1,426.33	\$ 128.90	\$ 1,555.23	\$ 992.58	\$ 25.36	\$ 588.01	\$ 584.68	\$ (3.33)	\$ 81.00	
7	\$	283.31	\$ 25.39	\$ 348.79	\$ 252.98	\$ 42.00		\$ 1,072.41	\$ 330.33	\$ 11.99	\$ 12.77	\$ 9.00	\$ (1.00)	\$ 2,387.97	\$ 222.92	\$ 2,610.89	\$ 2,088.32	\$ 57.26	\$ 579.83	\$ 580.27	\$ 0.44	\$ 15.00	
8	\$	226.76	\$ 26.36	\$ 394.44	\$ 429.99	\$ 7.74	\$ 114.00	\$ 1,065.70	\$ 295.42	\$ 25.97	\$ 9.87	\$ 9.00	\$ -	\$ 2,605.25	\$ 238.64	\$ 2,843.89	\$ 1,596.83	\$ 43.02	\$ 1,290.08	\$ 1,282.27	\$ (7.81)	\$ 99.00	
9													\$ -	\$ -		\$ -			\$ -	\$ -	\$ -	\$ -	
10	\$	120.58	\$ 2.33	\$ 185.18	\$ 154.29	\$ 61.00		\$ 529.99	\$ 165.02	\$ 11.99	\$ 7.89		\$ -	\$ 1,238.27	\$ 112.99	\$ 1,351.26	\$ 762.34	\$ 20.92	\$ 609.84	\$ 608.67	\$ (1.17)	\$ 38.00	
11	\$	145.52	\$ 6.52	\$ 183.60	\$ 98.07	\$ 56.00		\$ 537.14	\$ 119.42		\$ 9.99	\$ 14.00	\$ -	\$ 1,170.26	\$ 104.62	\$ 1,274.88	\$ 675.00	\$ 18.71	\$ 618.59	\$ 600.47	\$ (18.12)	\$ 41.00	
12	\$	195.30	\$ 33.59	\$ 346.50	\$ 256.22	\$ 28.00		\$ 693.58	\$ 208.38	\$ 40.25		\$ 15.23	\$ -	\$ 1,817.05	\$ 169.44	\$ 1,986.49	\$ 1,032.40	\$ 27.75	\$ 981.84	\$ 935.95	\$ (45.89)	\$ 55.00	
13	\$	199.48	\$ 12.11	\$ 198.18	\$ 229.10	\$ 28.00		\$ 633.87	\$ 172.70		\$ 9.99	\$ 3.50	\$ 16.00	\$ 1,502.93	\$ 138.22	\$ 1,641.15	\$ 983.02	\$ 26.35	\$ 684.48	\$ 686.11	\$ 1.63	\$ 195.00	
14	\$	897.85	\$ 40.11	\$ 678.00	\$ 278.28	\$ 95.81	\$ -	\$ 909.27	\$ 206.86	\$ 23.39	\$ 23.15	\$ 27.21	\$ 43.00	\$ 3,222.93	\$ 277.92	\$ 3,500.85	\$ 2,704.19	\$ 71.84	\$ 868.50	\$ 870.49	\$ 1.99	\$ 69.00	
15	\$	313.09	\$ 23.33	\$ 257.74	\$ 261.37	\$ 192.77		\$ 1,017.71	\$ 264.84	\$ 17.48	\$ 42.97	\$ 22.47	\$ -	\$ 2,413.77	\$ 207.81	\$ 2,621.58	\$ 1,533.83	\$ 42.39	\$ 1,130.14	\$ 1,112.91	\$ (17.23)	\$ 62.00	
16													\$ -	\$ -		\$ -			\$ -	\$ -	\$ -	\$ -	
17	\$	56.34	\$ 5.60	\$ 280.34	\$ 133.08	\$ 28.00		\$ 471.69	\$ 93.54	\$ 31.42	\$ 3.29		\$ -	\$ 1,103.30	\$ 104.56	\$ 1,207.86	\$ 622.42	\$ 17.61	\$ 603.05	\$ 593.69	\$ (9.36)	\$ 20.00	
18	\$	112.45	\$ 9.79	\$ 182.48	\$ 192.05	\$ 42.00		\$ 341.82	\$ 94.93	\$ 22.48			\$ (4.00)	\$ 994.00	\$ 91.34	\$ 1,085.34	\$ 560.19	\$ 15.11	\$ 540.26	\$ 538.94	\$ (1.32)	\$ 15.00	
19	\$	177.15	\$ 26.12	\$ 181.82	\$ 195.66	\$ 78.34		\$ 544.26	\$ 298.41	\$ 23.49	\$ 23.27	\$ 3.25	\$ (8.00)	\$ 1,543.77	\$ 139.47	\$ 1,683.24	\$ 1,004.87	\$ 27.23	\$ 705.60	\$ 702.96	\$ (2.64)	\$ 111.00	
20	\$	137.35	\$ 16.33	\$ 209.54	\$ 139.05	\$ 106.00	\$ 45.00	\$ 653.62	\$ 179.87		\$ 24.85	\$ 41.93	\$ (4.00)	\$ 1,549.54	\$ 129.89	\$ 1,679.43	\$ 1,028.91	\$ 27.64	\$ 678.16	\$ 824.20	\$ 146.04	\$ 27.00	
21	\$	366.44	\$ 51.07	\$ 623.38	\$ 758.70	\$ 125.00		\$ 1,210.77	\$ 535.10	\$ 57.74	\$ 61.74	\$ 15.23	\$ 9.00	\$ 3,814.17	\$ 350.01	\$ 4,164.18	\$ 3,248.68	\$ 85.68	\$ 1,001.18	\$ 1,000.34	\$ (0.84)	\$ 76.00	
22	\$	205.57	\$ 26.60	\$ 431.62	\$ 283.76	\$ 95.00		\$ 927.20	\$ 286.49	\$ 62.43	\$ 26.48	\$ 43.42	\$ 4.00	\$ 2,392.57	\$ 215.70	\$ 2,608.27	\$ 1,768.56	\$ 46.35	\$ 886.06	\$ 885.67	\$ (0.39)	\$ 157.00	
23													\$ -	\$ -		\$ -			\$ -	\$ -	\$ -	\$ -	
24	\$	44.46	\$ 11.20	\$ 550.40	\$ 248.65	\$ 30.00		\$ 346.78	\$ 180.40	\$ 10.49			\$ 4.00	\$ 1,426.38	\$ 136.11	\$ 1,562.49	\$ 893.14	\$ 24.56	\$ 693.91	\$ 696.08	\$ 2.17	\$ 36.00	
25	\$	152.73	\$ 39.65	\$ 290.10	\$ 195.41	\$ 42.00		\$ 435.02	\$ 186.06	\$ 59.45	\$ 12.77	\$ 10.48	\$ -	\$ 1,423.67	\$ 130.23	\$ 1,553.90	\$ 789.52	\$ 21.38	\$ 785.76	\$ 786.55	\$ 0.79	\$ -	
26	\$	245.59	\$ 14.46	\$ 124.00	\$ 82.57	\$ 7.74	\$ 28.00	\$ 546.25	\$ 121.91	\$ 42.89	\$ 17.97		\$ -	\$ 1,231.38	\$ 111.91	\$ 1,343.29	\$ 846.97	\$ 23.44	\$ 519.76	\$ 519.59	\$ (0.17)	\$ 27.00	
27	\$	128.52	\$ 4.19	\$ 153.14	\$ 110.09	\$ 46.00		\$ 510.69	\$ 71.45		\$ 12.57	\$ 9.49	\$ (12.00)	\$ 1,034.14	\$ 94.16	\$ 1,128.30	\$ 498.57	\$ 13.79	\$ 643.52	\$ 620.52	\$ (23.00)	\$ (7.00)	
28	\$	300.74	\$ 13.70	\$ 436.84	\$ 232.63	\$ 92.00		\$ 1,127.88	\$ 269.09	\$ 22.98	\$ 26.04	\$ 17.49	\$ 12.00	\$ 2,551.39	\$ 231.70	\$ 2,783.09	\$ 1,785.91	\$ 49.02	\$ 1,046.20	\$ 1,046.31	\$ 0.11	\$ 86.00	
29	\$	284.91	\$ 41.50	\$ 767.54	\$ 641.15	\$ 44.00		\$ 885.54	\$ 295.80	\$ 11.45	\$ 17.65	\$ 9.50	\$ (24.00)	\$ 2,975.04	\$ 282.44	\$ 3,257.48	\$ 2,123.74	\$ 57.48	\$ 1,191.22	\$ 1,192.09	\$ 0.87	\$ 48.00	
30													\$ -	\$ -		\$ -			\$ -	\$ -	\$ -	\$ -	
31													\$ -	\$ -		\$ -			\$ -	\$ -	\$ -	\$ -	
	\$	5,333.80	\$ 512.93	\$ 7,843.82	\$ 6,100.00	\$ 15.48	\$ 1,627.92	\$ 45.00	\$ 17,643.05	\$ 5,405.99	\$ 626.76	\$ 394.19	\$ 269.70	\$ 23.00	\$ 45,841.64	\$ 4,177.69	\$ 50,019.33	\$ 31,279.33	\$ 846.36	\$ 19,586.36	\$ 19,599.64	\$ 13.28	\$ 1,458.00

To the City of Twin Valley
and Twin Valley Fire & Rescue

I Dan Wilsey resign from the Twin Valley Fire and Rescue, My Wife and I have decided to move closer to family (Grandchildren) in Eastern Montana. My five years on the rescue squad have been a rewarding part of my life here in Twin Valley that I will always remember, and it was a privilege to serve with all the members of Fire & Rescue, and for the Community of Twin Valley

Respectfully Submitted

Dan & Wilsey 6/24/24

As of 7/2/2024

Fiscal Year : 2024

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursements</u>	<u>Ending Balance</u>
General Fund	\$246,191.12	\$211,111.99	\$391,525.30	\$65,777.81
Other Federal Programs - ARP	\$46,447.10	\$0.00	\$0.00	\$46,447.10
Public Housing (Optional)	\$69,486.90	\$0.00	\$0.00	\$69,486.90
LEASE Revenues - Tower Antenna Placement	\$3,689.61	\$6,149.35	\$0.00	\$9,838.96
2012A Refunding Bond	\$0.00	\$14,028.38	\$0.00	\$14,028.38
2013A Refunding Bond	\$0.00	\$24,106.36	\$94,072.12	(\$69,965.76)
MPFA DWRF 2019 Replacement Fund	\$27,418.00	\$0.00	\$0.00	\$27,418.00
General Capital Projects	\$66,128.81	\$5,511.82	\$19,995.84	\$51,644.79
Lot Incentive Program	\$14,723.91	\$0.00	\$0.00	\$14,723.91
2007 Storm Utility Fund	\$195,888.39	\$12,627.97	\$0.00	\$208,516.36
Blight & Beautification	\$8,000.00	\$5,000.00	\$13,685.92	(\$685.92)
Water	\$751,525.93	\$102,774.26	\$84,310.51	\$769,989.68
Sewage Collection and Disposal	\$419,019.65	\$88,345.07	\$106,935.80	\$400,428.92
Refuse or Garbage Collection	\$145,399.57	\$46,814.83	\$46,278.88	\$145,935.52
Municipal Liquor Store	\$155,612.91	\$311,677.60	\$320,370.86	\$146,919.65
Swimming Pool	\$1,000.00	\$0.00	\$0.00	\$1,000.00
SHIP - City projects	(\$1,070.95)	\$0.00	\$0.00	(\$1,070.95)
Memorial Gardens	(\$20.88)	\$0.00	\$0.00	(\$20.88)
Loan Pool/EDA	\$20,074.82	\$6,131.96	\$0.00	\$26,206.78
City Cemetery	\$1,552.60	\$0.00	\$0.00	\$1,552.60
General Trust - Special Account	\$0.00	\$24,997.28	\$24,997.28	\$0.00
Total :	\$2,171,067.49	\$859,276.87	\$1,102,172.51	\$1,928,171.85

tvcity@arvig.net

From: Ben Fall <ben.fall@co.norman.mn.us>
Sent: Tuesday, July 2, 2024 5:17 PM
To: 'hendrum@loretel.net'; 'jeff.schmidt@halstad.com'; cityofshelly@outlook.com; citygary@tvutel.com; Ashley Larson (alarson@adamn.gov); shager@adamn.gov; jdouville341@twinvalleypd.us; 'tvcity@arvig.net'; 'mlaqua@hbs.net'; 'ann_rosdahl@yahoo.com'; Carolyn Visser; Matt Wagner; Garry Johanson
Subject: Lunch and Learn - Verkada Cameras - July 11th at 11:30am

Greetings,

First off, for those I have spoken with and told we'd be meeting at 10:30 - please note the time change to **11:30am**.

Now, on behalf of Verkada, Heartland Business Systems and the Norman County Sheriff's Office, I would like to invite you to a "Lunch and Learn".

This event will introduce the idea of placing public safety surveillance cameras within the communities of Norman County, with the hopes of developing a network of security cameras to monitor public spaces.

As we know, surveillance cameras can assist law enforcement in many ways, such as gathering information from an emergency incident that is taking place, to gathering crucial video evidence of an incident that has occurred outside of our presence.

Norman County has been very fortunate to work with Heartland Business Systems (HBS) and Verkada to provide state-of-the-art surveillance systems and panic alarms at the Norman County Courthouse, Sheriff's Office and Highway Department.

For this reason, I have been in communication with HBS and Verkada and have asked them to provide a demonstration on what they could potentially offer to our stakeholders/communities.

Therefore, I am inviting you along with your mayors/council members, to an informational meeting so that we can all learn more about what can be done to keep our communities safer.

This meeting will be held on **Thursday, July 11th** at **1130** at West Main Pizza, which is located at: 320 E Main Street - Ada

Lunch will be provided!!

Also, if you or a staff/council member wish to attend virtually, you may do so by following the **ZOOM** link below.

Hope to see you there!

Thanks,

Ben

Ben Fall - Sheriff
Norman County Sheriff's Office
15 2nd Avenue East
Ada, MN 56510
218-784-7114



June 13, 2024

CITY OF Twin Valley
Attn: Clerk-Treasurer
PO Box 307
Twin Valley, MN, 56584-0307

Dear Rachel,

Greetings from all of us at the League of Minnesota Cities! First and foremost, I want to thank you for your ongoing commitment to our organization and your community. It is through our members' dedication and collaboration that we were able to accomplish a great deal over the past year, including:

- Continuing to help city leaders navigate a dizzying array of new laws.
- Provided numerous learning opportunities through conferences, events, webinars, online courses, and meetings.
- Advocated for cities' interests at the State Capitol and in Washington, D.C.
- Assisted cities in their quest for state and federal funding opportunities.
- Responded to more than 6,000 inquiries from members.

As we reflect on our accomplishments, we also recognize the importance of keeping you informed and engaged. With that in mind, we want to make you aware of some upcoming changes that will further shape our collective efforts and continue to drive progress.

Notification of preliminary maximum dues increase

This letter services as your official notice regarding the preliminary maximum membership dues increase.

At its May meeting, the League Board of Directors approved a preliminary maximum dues schedule increase of 6% for a 16-month budget period that runs from Sept. 1, 2024 through Dec. 31, 2025 as the League seeks to adjust its fiscal year to align with the calendar year (read below for more information on proposed fiscal year changes). Dues are used to support the League's mission to promote excellence in local government through effective advocacy, expert analysis, and trusted guidance for all Minnesota cities.

Setting the maximum dues schedule increase is similar to a city setting its preliminary levy increase, in that the final dues schedule increase to be approved by the League Board cannot exceed the preliminary approved increase. The Board will formally discuss and approve a final dues schedule increase along with the League's fiscal year 2025 budget at its August 2024 meeting.

Proposed fiscal year changes and timing of dues notices

At a recent meeting, the League Board recommended changing the League's fiscal year to align with the calendar year. Currently, the League's fiscal year is Sept. 1-Aug. 31. If approved by League members, the fiscal year (FY) will change to Jan. 1-Dec. 31, starting in 2026.

To account for the change in timing, FY 2025 would be spread over 16 months instead of 12 months. Members would receive two dues invoices: one in August 2024 in an amount equal to four months of

Rachel Johnson

June 13, 2024

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expenses, and a second invoice in January 2025 to cover the next 12 months. Starting in 2026, members would receive one annual invoice each January.

Additional changes to League Constitution and bylaws

In addition to the fiscal year change, the League Board recommended amending the League's Constitution and bylaws to provide changes, including:

- Limiting membership eligibility to cities going forward.
- Clarifying permissible methods of written Board communications related to dues and meeting notices; as well as processes for Board meetings, elections and membership.
- Simple clean-up of some of the language.

Amendments to the League Constitution, including the fiscal year changes, will be voted on by the membership at the 2024 Annual Business Meeting, which will be held in conjunction with the LMC Annual Conference on June 27 in Rochester. Each member may designate one representative to vote on its behalf at the meeting.

A copy of the proposed changes will be provided at the meeting; if you would like to see them beforehand, please contact League Associate General Counsel Ed Cadman at ecadman@lmc.org or 651-281-1229.

Join us at the Annual Conference

We hope you will join us at LMC Annual Conference in Rochester June 26-28. In addition to the Annual Business Meeting, the conference will feature a variety of engaging speakers, educational sessions, tours, networking opportunities, and much more. To learn about the conference and register, visit lmc.org/ac24.

Questions?

If you have questions or want additional information on the League's dues or budget, please contact me at (651) 281-1279 or lfischer@lmc.org.

Thank you for being a valued member of the League. We are grateful for your support and look forward to continuing to work together to strengthen and empower cities across Minnesota.

Sincerely,



Luke Fischer
Executive Director

July 8, 2024

Twin Valley City Council Members;

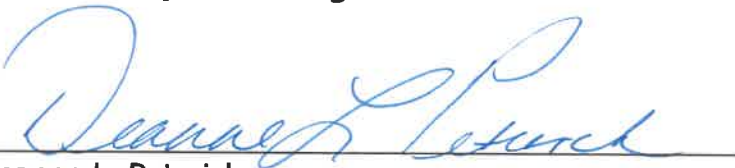
The following properties have outstanding charges and fees against them for non-payment of utilities. It is hereby requested to assess the properties for collection of these services and charges performed by the City of Twin Valley and to have the Council determine term and percent of interest to applied, if any.

Delinquent Utility Charges:

32-8681000	Manuel Fajardo Espinoza	400 Main Ave E	1268.14
32-8603000	Robert Smith – Lot 9	102 Lincoln Ave NE	1207.69
32-8322000	Mike Bueng	204 Lincoln Ave NW	747.27

Total Delinquent Charges:

\$3,223.10



Deanne L. Peterick
Utility Billing Clerk

Council Approval Date: _____