

**MONDAY, July 14, 2025 – TWIN VALLEY CITY COUNCIL  
REGULAR MONTHLY MEETING  
Twin Valley Community Center – 7:00 PM**

**MEMBERS:** Harold Allrich, Michael Bolton, Tammy Carlsrud, Tracy Christianson, Mike Lampton

**OTHERS:** Toni Nysetvold, Prestin Douville, Jess Riepe, Pete Pazdernik, Kerry Askelson, Connie Hamernik, Kris Carlson, Katie Vasey, Juan & Jodi Garza.

**PURSUANT DUE TO CALL** and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, July 14, 2025. Mayor Bolton called the meeting to order at 7:00PM.

**PLEDGE OF ALLEGIANCE**

**ADDITIONS TO THE AGENDA**—Christianson/Lampton-m/s/p to approve the addition of discussion about sponsoring Town & Country Days to the agenda.

**MONTHLY BUSINESS**

Minutes—Lampton/Allrich-m/s/p to approve the June minutes as written.

Disbursements—Christianson/Lampton-m/s/p to approve disbursements totaling \$479,410.09, a full list of which is available for review in the City Clerk’s Office.

**SEWER PROJECT UPDATE**—Allrich/Carlsrud-m/s/p to approve Sellin pay request #9 for \$84,810.04. Askelson is working with Engineers to use excess grant funding for other qualifying expenses.

**HEROLD COURT PROJECT**—Carlson reviewed bids received for the proposed Herold Court paving project with Council. Carlson was hoping for four bids, however, received only two. RJ Zavoral had the lowest bid at \$362,120 which was higher than the engineer’s estimate, but within 25% so no re-bidding was necessary. The estimated cost per foot increased from \$40.90 to \$49.32. Carlson did not suggest reopening in the bidding to try for a lower rate, felt the low bid received was acceptable. Bolton and Carlsrud both expressed need to proceed with project sooner rather than later; felt the consensus of Herold Court residents affected by the paving was to proceed after the initial hearing.

Motion by Councilmember Allrich, seconded by Councilmember Lampton the following resolution was passed.

**RESOLUTION 2025—14 RESOLUTION ACCEPTING BID FOR HEROLD COURT PAVING PROJECT**

**WHEREAS**, pursuant to an advertisement for bids for 2025 Street Improvements – Herold Court Addition bids were received, opened, and tabulated according to the law, and the following bids were received complying with the advertisement:

R.J. Zavoral and Sons, Inc.	\$362,120.00
Mark Sand & Gravel Co.	\$468,857.50

**AND WHEREAS**, it appears that R.J. Zavoral and Sons, Inc. of Grand Forks, North Dakota is the lowest responsible bidder.

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

1. The mayor and clerk, are hereby authorized and directed to enter into the attached contract with R.J. Zavoral and Sons, Inc. of GRAND FORKS, NORTH DAKOTA in the name of the CITY OF TWIN VALLEY for the improvement of 2025 STREET IMPROVEMENTS – HEROLD COURT ADDITION according to the plans and specifications therefor approved by the city council and on file in the office of the city clerk.
2. The city clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Upon a roll call vote taken thereon the following voted in favor of said resolution: Harold Allrich, Michael Bolton, Tammy Carlsrud, Tracy Christianson, & Mike Lampton; and the following voted against: None. WHEREUPON said resolution was duly adopted this 14th day of July, 2025.

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RACHEL JOHNSON, CLERK-TREASURER

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MICHAEL BOLTON, MAYOR

Carlson will arrange for a pre-construction meeting with RJ Zavoral and begin the project. Another hearing will be held to discuss final parcel assessments at a later date.

**COMMUNITY**—Katie Vasey from Essentia Health presented the FY26-FY28 Community Health Needs Assessment for the area. Priority need areas were noted as Social Drivers of Health, Nutrition and Physical Activity and Education and Employment. Through this initiative there are new programs for the community, including a bike rodeo, swimming lesson fund, career exploration day, as well as programs for healthy eating in the area and exploring walking routes. There is also a community grant program that non-profits can apply for with projects that improve the health of the community.

**PERMITS**—Lampton/Allrich-m/s/p to approve extension on building permit #2023-05 to build an unattached garage on existing slab at 102 Garfield Ave NW.

Reviewed building permit request for 307 1<sup>st</sup> St NW to install privacy fencing along the road and alley. The fencing will be at least 6 feet tall, possibly higher. Garza intends to have this installed in the coming months, before the fall. Christianson/Lampton-m/s/p to approve.

Lampton/Christianson-m/s/p to approve building permit to place a storage shed on a block foundation at 202 Hanson Ave SW.

Christianson/Lampton-m/s/p to approve lawful gambling permit request for Zion Lutheran Church to host raffles for the 2025 calendar year.

**FIRE/RESCUE**—Pazdernik reported 12 rescue and 2 fire calls in the month of June. Fire department has approved application for a new volunteer—Tyson Christianson, requested Council approval to hire. Carlsrud/Christianson-m/s/p to approve hire. Will have a couple of trucks set up by the fireworks for Town and County Days on Friday night. The monitor for the rescue squad approved for purchase at the June meeting has not been purchased yet, there is a possibility of receiving grant funding that will cover this. A \$500 donation was received for the Rescue Squad in memory of Litzie Bueng, the Council expressed appreciation.

June Sheriff's report distributed. 56 incidents noted with 135 hours of patrol. A request was made to inquire about increasing the patrol hours at Heiberg Park after hours due to an increase of issues.

**LIQUOR**—Gross sales for June \$51,046.11, ATM revenue \$504. Nysetvold updated Council on upcoming and past events. Fryer was down the week prior and has since been repaired. Gearing up for the busy Town & County Days weekend.

**PUBLIC WORKS**—Askelson has been investigating an issue with gravel in the new sewer lines since project and local repairs—at this time Askelson, engineers, and the sewer camera/cleaning crews are unsure where the issue is presenting from, will continue to investigate. It was noted a private sewer line to the Soil & Water building was hit by the boring company in town and has been repaired. Mosquito spraying has begun, will spray extra this week for the upcoming event. Discussed having First St SE graded for the tractor pull as well as requesting the land owner to the East mow the ditches in preparation for Town & Country Days. Askelson will contact.

**EDA/PARKS**—Discussion regarding speed limit signs at Heiberg Park. There have been complaints about vehicles, mostly the off-road type, performing exhibition-type driving through the park and campground. Speed limit will be set at 5MPH and signage will be ordered to assist in enforcement. Askelson spoke with the League of Minnesota Cities Insurance loss control contact and has the specifics on fencing requirements for the Heiberg

Trail. Received a quote for \$6,000 for 200 feet worth of four-foot-high chain link fencing. Christianson/Carlsrud-m/s/p to approve spending up to \$6,500 on fencing this area. Discussed Splash Park/Skating Rink signage, looking into a permanent sign to place along Highway 32 giving directions to turn West on Garfield. Christianson/Lampton-m/s/p to approve purchasing five more pet waste stations to set at the City Park, Lions Gazebo, Splash Park, Memorial Gardens, and Garden Club Gazebo.

The Twin Valley Community Club has historically organized Town & County Days and been the main event sponsor. For the purpose of liability insurance to cover the parade and other downtown events, it was requested that if the City be the official event sponsor, the City insurance will cover the events without needing additional insurance. Lampton/Carlsrud-m/s/p to approve. (Christianson abstained.)

City Council preliminarily approved business plan for Hier Creek Milling and Processing, LLC to acquire city owned RR property for the purposes of erecting a stone flour mill in April. Paperwork has been received back from the City Attorney to finalize the land transfer. Motion by Allrich, seconded by Lampton the following resolution was passed.

**RESOLUTION 2025—15 A RESOLUTION TO AUTHORIZE THE SALE OF REAL PROPERTY IN TWIN VALLEY**

**WHEREAS,** The City of Twin Valley is the owner of real property in the City of Twin Valley, Norman County, Minnesota, legally described as follows:

Commencing at a point five hundred sixteen feet (516') South of the Northeast corner of the Southeast quarter of section twenty-eight (28) and Westerly to the intersection of the East right-of-way line of Minnesota State Highway 32; thence Easterly on a line parallel with the South section line of said section twenty-eight (28), to the point of intersection with the West right-of way line of First Street Southeast, thence Southerly two hundred sixty-six feet (266'), thence Westerly on a line parallel with the South section line of section twenty-eight (28) to the point of intersection with the East right-of-way line on Minnesota State Highway 32, thence Northerly two hundred sixty-six feet (266)' to the point of beginning.

**AND, WHEREAS,** the City does hereby authorize the transfer of land to Hier Creek Milling and Processing, LL, a limited liability company under the laws of Minnesota; and

**WHEREAS,** the buyer will have one year from the date of closing to construct building for the business as presented or shall return the land to the City of Twin Valley; 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: Harold Allrich, Michael Bolton, Tammy Carlsrud, Tracy Christianson, & Mike Lampton; and the following voted against: None. WHEREUPON said resolution was duly adopted this 14th day of July, 2025.

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RACHEL JOHNSON, CLERK-TREASURER

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MICHAEL BOLTON, MAYOR

**OLD BUSINESS**—Council given updated nuisance property listing. Clerk has been in contact with multiple property owners regarding cleanup and is currently working with property owners that have reached out to abate nuisances personally. There are six properties that have now received three citations and no contact has been made. Clerk will continue to send citations per ordinance for outstanding nuisance violations and reach out to the Norman County Sheriff for assistance in issuing criminal citations.

Proposed Rental Property Registration ordinance distributed to Council. Will review further and continue discussion in August.

**NEW BUSINESS**—City received notice from Hoffman, Philipp, and Martell regarding audit services. Current three-year contract is up. Rates will be increasing from \$8,600 to \$14,200. Clerk researched audit prices for cities of

similar size and this rate is very comparable. Christianson/Carlsrud-m/s/p to enter into new three-year audit services agreement with Hoffman, Philipp & Martell, PLLC for 2025, 2026, and 2027.

Christianson/Lampton-m/s/p to adjourn 8:45PM.

Attest: \_\_\_\_\_

RACHEL JOHNSON, CLERK-TREASURER

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Signed: \_\_\_\_\_

MICHAEL BOLTON, MAYOR

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