

Twin Valley City Council
Public Hearing & Regular Council Meeting

Monday, November 10, 2025, 6:30 PM

Twin Valley Community Center

1 **CALL TO ORDER** _____ PM

2 **PLEDGE OF ALLEGIANCE**

6:30 PM PUBLIC HEARING - HEROLD COURT PROJECT

7:00 REGULAR MEETING

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 **MINUTES APPROVAL** October Minutes _____ / _____ M/S/P

4 CLAIMS	10/14/2025 - 10/31/2025	<u>\$73,510.07</u>
	11/01/2025 - 11/10/2025	<u>\$49,440.17</u>

PAYROLL	09/28/2025 - 10/11/2025	<u>\$10,201.34</u>
	10/12/2025 - 10/25/2025	<u>\$9,455.72</u>

DISBURSEMENT TOTAL **\$142,607.30** _____ / _____ M/S/P

5 **PROJECT UPDATE**

6 **COMMUNITY** Donation Request
 Building Permit Application

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

FIRE/RESCUE General Report

LAW ENFORCEMENT REPORT

LIQUOR General Report Gross Sales **\$ 52,754.35** ATM **\$532.00**

PUBLIC WORKS General Report

EDA/PARKS General Report

OTHER COMMITTEE UPDATE(s)

ADMIN Financial Statement

9 **OLD BUSINESS** Nuisance Properties
 Rental Ordinance

10 **NEW BUSINESS** DNR - Moonshiners Sponsorship

11 **FYI/OTHER** December Budget Worksession & Truth in Taxation Hearing
 Local Board of Appeals upcoming dates

12 **MEETING ADJOURNED**

_____ PM

_____/_____/M/S/P

**MONDAY, October 13, 2025 – TWIN VALLEY CITY COUNCIL
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM**

MEMBERS: Harold Allrich, Michael Bolton, Tammy Carlsrud, Tracy Christianson **VIRTUAL:** Mike Lampton
OTHERS: Toni Nysetvold, Prestin Douville, Jess Riepe, Pete Pazdernik, Kerry Askelson, Alex Ranz, Connie Hamernik, Brent Phillipy

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, October 13, 2025. Mayor Bolton called the meeting to order at 7:00PM.

PLEDGE OF ALLEGIANCE

CITIZENS FORUM—Brent Phillipy addressed Council over nuisance violations and citations at his property. Questioned the process and asked for clarification. Mayor Bolton will get information from clerk’s office and meet with Phillipy to personally review property.

ADDITION TO AGENDA—Christianson/Carlsrud-m/s/p to approve adding request for approval of MEST#10 for \$37,661.56 for the Sewer Project to the agenda.

MONTHLY BUSINESS

Minutes—Christianson/Allrich-m/s/p to approve September minutes as written.

Disbursements—Christianson/Lampton-m/s/p to approve disbursements totaling \$528,542.75, a full list of which is available for review in the City Clerk’s Office. It was noted this includes the MEST #1 and MEST #2 for RJ Zavoral for the Herold Court Project.

PROJECT UPDATE—Ranz updated Council on Herold Court Paving project and Sewer Project. All construction is wrapped up and projects are both in final stages. Distributed memo to Council with final costs on Herold Court Paving Project. Estimated total cost \$372,500, actual total cost \$412,551.33. City will pay \$165,020.53 with the remaining \$247,530.80 assessable against the properties at a cost per frontage foot of \$44.56. Discussed assessment term and interest rate. Councilmember Christianson motioned to introduce a resolution declaring costs and ordering the preparation of assessments, seconded by Councilmember Lampton the following resolution was passed.

RESOLUTION 2025—16 A RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION OF PROPOSED ASSESSMENT

WHEREAS, a contract has been let (estimated costs have been calculated) for the street improvements of:

- Herold Court North
- Oppegard Ave NW
- Herold Court South

and the contract (bid) price (estimated cost) for such improvement is \$366,038.02 and the expenses incurred or to be incurred in the making of such improvement amount to was less \$46,513.31 so that the total cost of the improvement will be \$412,551.33.

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

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$165,020.53 and the portion of the cost to be assessed against benefited property owners is declared to be \$247,530.80.
2. Assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January, 2026, and shall bear interest at the rate of 1.25 percent per annum from the date of the adoption of the assessment resolution.
3. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district

affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.

- 4. The City Clerk shall upon the completion of such proposed assessment, notify the Council thereof.

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 13th day of October, 2025.

RACHEL JOHNSON, CLERK-TREASURER

MICHAEL BOLTON, MAYOR

Motion by Councilmember Carlsrud, seconded by Councilmember Allrich, the following Resolution calling for special hearing was passed.

RESOLUTION 2025—17 A RESOLUTION CALLING FOR HEARING ON PROPOSED ASSESSMENT

WHEREAS, by a Resolution passed by the Council on October 13th,2025 the City Clerk was directed to prepare a proposed assessment of the cost for the street improvements of:

- Herold Court North
- Oppegard Ave NW
- Herold Court South

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

1. A hearing shall be held at 6:30 p.m. on November 10th, 2025 at the Twin Valley City Hall to pass upon such proposed assessment. All people owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he/she shall state in the notice the total cost of the improvement. He/she shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Twin Valley, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City of Twin Valley the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

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 13th day of October, 2025.

RACHEL JOHNSON, CLERK-TREASURER

MICHAEL BOLTON, MAYOR

Received payment request #10 from Sellin’s, final payment withholding retainage for completed paperwork. Received two payment requests from Zavoral’s for Herold Court, full payment and retainage. Allrich/Lampton-m/s/p to approve MEST#10 from Sellin’s for \$37,661.56, and MEST #1 & #2 from Zavoral totaling \$366,038.02. Ranz asked that City hold payment for retainage amounting to \$18,301.90 until paperwork is completed. Lampton/Carlsrud-m/s/p to approve creating of fund 410 Herold Court Paving Project as a sub fund to the General Fund to track and monitor expenditures and revenues for the project.

COMMUNITY—Carlsrud/Lampton-m/s/p to approve up to \$100 in donation/prizes for the Twin Valley Community Club Fish House Festival. Christianson abstained from vote.

PUBLIC WORKS—Askelson distributed quotes for purchase of new John Deere X739 tractor with cab, mower, and blower, with trade in of current 2017 model. True North Equipment \$22,453.00. RDO Equipment of Ada \$19,144.33. Budgeted capital outlay funding available under Highway & Streets as well as Snow Removal, sufficient to cover purchase with trade in. Christianson/Carlsrud-m/s/p to approve purchase from RDO.

EDA/PARKS—New guard fencing has been installed along the trail at Heiberg North trail. Discussed remaining grant funding that needs to be spent before year end. Clay has been ordered for the skating rink and should be delivered within the week. Requested approval to use grant funding to purchase two streetlights and poles for the skating rink, cost will be \$6013.20 plus applicable sales tax. Christianson/Lampton-m/s/p to approve. Will work with contractors to install as soon as able. Remaining grant funding will possible cover additional new skates for the facility.

Questioned status of land transfer to Hier Creek for the flour mill site. Johnson will reach out for status update.

FIRE/RESCUE—Pazdernik reported 3 fire and 15 rescue calls for September. An application for the rescue squad was received and is currently being ran for background check through sheriff's department. New rescue monitor has been purchased and is in use. Received grant funding from Greater Northwest MN EMS that reimbursed half the cost. Two members of the fire department will be attending Fire Fighter I training in February. Two new pickups have been ordered and are in production, estimated to be completed in November. Grant for skid units has been received, Pazdernik working on ordering units.

LAW ENFORCEMENT—Sheriff Fall provided via e-mail activity report for August showing 42 calls for service and 170 total hours worked in Twin Valley.

LIQUOR—\$46,774.39 gross sales for September, ATM revenue \$458.50. Nysetvold updated Council on previous and upcoming events. Final steak night was held 10/10, 30 attendees. November will be busy with an event every weekend. Inventory completed in September—addressing clerical issues and doing spot checks weekly.

FINANCE—Financial statement through 09/30/2025 distributed.

OLD BUSINESS—Reviewed listing of nuisance properties. E-mail received from 305 Pleasant Ave SW requesting lenience as they work to clean up property for sale. Christianson/Carlsrud-m/s/p to continue weekly reviews of property for progress but hold off on citations until November meeting at which point will reassess. Discussed 307 1st St, appears to be no progress on clean up or fencing. Fines have resumed.

NEW BUSINESS—The State of Minnesota has new paid leave requirements for employers starting January 2026. Presented proposed policy drafted by the League of Minnesota Cities to adopt into current Personnel Policy. Councilmember Christianson motioned to adopt the policy, seconded by Councilmember Lampton the following Resolution was passed.

RESOLUTION 2025—18 A RESOLUTION AMENDING CITY PERSONNEL POLICY WITH ADDITIONAL PAID LEAVE PROGRAM INFORMATION

WHEREAS, the Minnesota Legislature passed the Paid Leave law in 2023; and

WHEREAS, the City of Twin Valley opts to participate in the State MN Paid Leave Program

WHEREAS, in accordance with MN State Statutes the new policy must be in effect on or before January 1, 2026.

THEREFORE, BE IT RESOLVED by the Twin Valley City Council, that the Paid Leave Policy (available for review in the City Clerk's Office) be added into the City's Personnel Policy, effective as of January 1, 2026.

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 13th day of October, 2025.

RACHEL JOHNSON, CLERK-TREASURER

MICHAEL BOLTON, MAYOR

Carlsrud asked about City policy on yearly employee reviews and updating job descriptions. Johnson will research what other City's procedures are for future discussion. Discussion on personnel problems and what the Council's next steps are when issues are not resolved with Personnel Committee and Employees. Clerk will reach out to League HR for direction.

Meeting adjourned 8:26PM, Lampton/Christianson-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK-TREASURER

Signed: _____
MICHAEL BOLTON, MAYOR

* * * * *

* * * * *

* * * * *

* * * * *

* * * * *

DISBURSEMENTS FOR APPROVAL

10/15/2025 thru 11/10/2025

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
A.F.L.A.C. WEST REGION	Employee Benefit	\$69.00
ARVIG	Telephone/Internet	\$446.67
BMO BANK	Bankcard	\$2,302.29
BORDER STATES ELECTRIC SUPPLY	Street Lighting	\$2,295.89
EFTPS-ONLINE	Payroll Taxes	\$1,777.16
GRAND FORKS FIRE EQUIPMENT LLC	Operating Supply	\$153.90
HEALTH EQUITY	Employee Benefit	\$166.30
LAKES COMMUNITY COOP	Utility	\$468.25
MARCO TECHNOLOGIES LLC	Contracted Service	\$64.37
MATRIX TRUST COMPANY	Employee Benefit	\$110.00
MIDSTATES WIRELESS, INC.	Radio Units	\$853.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$304.52
MN STATE FIRE DEPT. ASSN (MSFDA)	Membership Dues	\$175.00
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$297.22
NW REGIONAL FIREFIGHTERS ASSN	Membership Dues	\$100.00
OFFICE SUPPLIES PLUS*	Operating Supply	\$49.24
OTTERTAIL POWER CO.	Utility	\$2,391.96
PAYROLL	Wages	\$6,219.93
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,135.75
PITNEY BOWES	Postage	\$238.29
PREMIUM WATERS	Contracted Service	\$27.25
TOWN WEB DESIGN, LLC	Website/Annual Domain	\$2,015.00
TRI-STATE DIVING	Repairs & Maintenance	\$328.30
USABLE LIFE	Employee Benefit	\$24.51
VELISSA WASFARET	Deposit refund	\$50.00
VERIZON WIRELESS	Telephone/Internet	\$33.26
VESTIS	Contracted Service	\$390.62
WES'S TRUCK INSPECTION & REPAIR	Repairs & Maintenance	\$596.50
WESTLUND FENCE BUILDERS	Heiberg Park Fence	\$3,000.00
	GENERAL FUND	\$26,084.68
A.F.L.A.C. WEST REGION	Employee Benefit	\$19.23
ARVIG	Telephone/Internet	\$159.25
BMO BANK	Bankcard	\$1,013.64
EFTPS-ONLINE	Payroll Taxes	\$793.19
HAWKINS, INC.	Operating Supply	\$387.50
HEALTH EQUITY	Employee Benefit	\$106.74
LAKES COMMUNITY COOP	Utility	\$323.25
MATRIX TRUST COMPANY	Employee Benefit	\$320.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$127.45
MN DOR - SALES & USE TAX	Sales Tax	\$158.00
OTTERTAIL POWER CO.	Utility	\$922.28
PAYROLL	Wages	\$2,790.66
P.E.R.A. - SDR DIVISION	Employee Benefit	\$485.03
PITNEY BOWES	Postage	\$103.28
USABLE LIFE	Employee Benefit	\$20.71
VERIZON WIRELESS	Telephone/Internet	\$33.27
VESTIS	Contracted Service	\$163.79
	WATER FUND	\$7,927.27
A.F.L.A.C. WEST REGION	Employee Benefit	\$19.21
ADA BUILDING CENTER, INC.	Repairs & Maintenance	\$167.94
ARVIG	Telephone/Internet	\$39.73
EFTPS-ONLINE	Payroll Taxes	\$793.14
HEALTH EQUITY	Employee Benefit	\$106.71
LAKES COMMUNITY COOP	Utility	\$49.11
MATRIX TRUST COMPANY	Employee Benefit	\$320.00

MN DOR - PAYROLL TAX	Payroll Taxes	\$127.43
OTTERTAIL POWER CO.	Utility	\$133.01
PAYROLL	Wages	\$2,790.66
P.E.R.A. - SDR DIVISION	Employee Benefit	\$844.62
RMB ENVIRONMENTAL LABS, INC.	Professional Fee	\$479.66
SELLIN BROTHERS INC	Contracted Service	\$37,661.56
USABLE LIFE	Employee Benefit	\$20.71
VERIZON WIRELESS	Telephone/Internet	\$33.27
VESTIS	Contracted Service	\$163.80
	SEWER FUND	\$43,750.56
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$8,382.77
MN DOR - SALES & USE TAX	Sales Tax	\$1,143.00
	GARBAGE FUND	\$9,525.77
A.F.L.A.C. WEST REGION	Employee Benefit	\$5.66
ABSOLUTE ICE	Merchandise for Resale	\$80.00
ARVIG	Telephone/Internet	\$316.91
BERGSETH BROS.	Merchandise for Resale	\$5,269.25
BEVERAGE WHOLESALERS	Merchandise for Resale	\$945.25
BMO BANK	Bankcard	\$451.20
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,512.56
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$932.50
D-S BEVERAGES	Merchandise for Resale	\$10,834.40
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$70.36
EFTPS-ONLINE	Payroll Taxes	\$1,954.96
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$265.50
HEALTH EQUITY	Employee Benefit	\$12.75
HEGGIES PIZZA, LLC	Merchandise for Resale	\$451.35
HENRY'S FOODS INC.	Merchandise for Resale	\$4,533.38
HOMETOWN GROCERY AND GOODS	Merchandise for Resale	\$18.74
JEFF KUECHLE	Entertainment	\$300.00
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$2,737.07
JORDAN FRIESTAD	Entertainment	\$900.00
KASEYA US, LLC	Contracted Service	\$200.00
KRJB FM RADIO	Advertising	\$325.00
LAKES COMMUNITY COOP	Utility	\$117.33
LINCOLN MARKETING, INC.	Advertising	\$630.96
McKINNON COMPANY, INC.	Merchandise for Resale	\$3,253.50
MINNESOTA UNEMPLOYMENT INSURANCE	Wages	\$58.63
MN DEPT. OF HEALTH	Professional Fee	\$790.00
MN DEPT. OF PUBLIC SAFETY	Professional Fee	\$40.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$268.06
MN DOR - SALES & USE TAX	Sales Tax	\$4,982.00
MN MUNICIPAL BEVERAGE ASSN.	Membership Dues	\$600.00
OFFICE OF CANNABIS MANAGEMENT	Professional Fee	\$251.00
OFFICE SUPPLIES PLUS*	Operating Supply	\$135.63
OTTERTAIL POWER CO.	Utility	\$837.04
PAYROLL	Wages	\$7,855.81
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,386.53
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,237.05
TONI K NYSETVOLD	Reimbursement - Supply	\$274.60
USABLE LIFE	Employee Benefit	\$4.97
VESTIS	Contracted Service	\$479.07
	LIQUOR FUND	\$55,319.02
	DISBURSEMENT TOTAL	\$142,607.30

**CITY OF TWIN VALLEY
COUNTY OF NORMAN
STATE OF MINNESOTA
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN, that the council will meet at 6:30 p.m. on November 10th, 2025 at the Twin Valley Community Center located at 107 Second Street SW, to consider, and possibly adopt, the proposed assessment for the Street Improvements of:

- Herold Court North
- Opegard Ave NW
- Herold Court South

Adoption by the council of the proposed assessment may occur at the hearing. The area proposed to be assessed is abutting properties.

Such assessment is proposed to be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2026, and will bear interest at the rate of 1.25 percent per annum from the date of the adoption of the assessment resolution. To the first installment shall be added interest on the entire assessment from the date of the assessment resolution until December 31, 2025. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

You may at any time prior to certification of the assessment to the county auditor, pay the entire assessment on such property, with interest accrued to the date of payment, to the City of Twin Valley. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of this assessment. You may at any time thereafter, pay to the City of Twin Valley the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. If you decide not to prepay the assessment before the date given above the rate of interest that will apply is 1.25 percent per year. The right to partially prepay the assessment is available.

The proposed assessment roll is on file for public inspection at the city clerk's office. The total amount of the proposed assessment is \$247,530.80. Written or oral objections will be considered at the meeting. No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

Under Minn. Stat. §§ 435.193 to 435.195, the council may, in its discretion, defer the payment of this special assessment for any homestead property owned by a person 65 years of age or older, one retired by virtue of a permanent and total disability, or a member of the National Guard or other reserves ordered to active military service for whom it would be a hardship to make the payments. When deferment of the special assessment has been granted and is terminated for any reason

provided in that law and Ordinance (Resolution), all amounts accumulated plus applicable interest become due. Any assessed property owner meeting the requirements of this law, may, within 30 days of the confirmation of the assessment, apply to the city clerk for the prescribed form for such deferral of payment of this special assessment on his/her property.

An owner may appeal an assessment to district court pursuant to Minn. Stat. § 429.081 by serving notice of the appeal upon the mayor or clerk of the city within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk.

Persons wishing to speak on this assessment are invited to attend the scheduled public hearing. Formal written comments will also be accepted prior to the hearing date. Please forward all written comments or inquiries to Rachel Johnson, City Clerk, 107 Second Street SW, P.O. Box 307, Twin Valley MN 56484, or at (218)-584-5254.

Rachel Johnson
City Clerk

SPECIAL ASSESSMENT ROLL

2025 Street Improvements - Herold Court Addition
Twin Valley, Minnesota

Project #24.03896

October 13, 2025

Parcel No.	Legal Description	Supposed Owner	Amount
32-852-7031	LOTS 1 & 2 BLOCK 2 HEROLD'S ADDITION	Darrel & Debra Siewert	7,575.20
32-852-7032	LOTS 10,11,12 BLOCK 2 HEROLD'S ADD	Teresa Werpy	10,471.60
32-852-7033	LOTS 3, 4 & 5 BLOCK 2 HEROLDS ADD	RTS CONSTRUCTION LLC, ROBERT SVOBODNY	10,694.40
32-852-7034	LOTS 8 & 9, BLK 2 OF HEROLD'S ADDITION	Merlin Christensen	7,129.60
32-852-7046	LOTS 13 & 14, BLOCK 2, HEROLD'S ADDITION	Gene & Bonnie Werpy	5,971.04
32-852-7047	LOTS 15 & 16 BLOCK 2 HEROLDS ADD	Jack & Susan Plattner	6,149.28
32-852-7048	LOTS 17 & 18 BLK 2 HEROLD'S ADD	Margaret Peterick	7,352.40
32-852-7050	LOT 1 BLK 3 HEROLDS ADD.	Timothy & Katie Wibbels	4,010.40
32-852-7061	LOTS 13 & 14 BLOCK 3 HEROLDS ADD	Dale & Rebecca Svaren	8,912.00
32-852-7062	LOTS 10 & 11, BLOCK 3 HEROLD'S ADDITION	Richard & Julie Johnson	8,020.80
32-852-7086	LOT 7 BLK 4 HEROLDS ADD	Benjamin & Erin Fall	4,010.40
32-852-7087	LOTS 13 & 14 BLOCK 3 HEROLDS ADD	Joe & Cherie Boe	9,446.72
32-852-7103	LOTS 18 & 19 BLOCK 4 - HEROLDS ADDITION	Michael & Debra Hagy	8,020.80
32-852-7104	LOT 15 BLOCK 4 HEROLDS ADD	Nicholas & Carrie Booth	4,010.40
32-852-7105	LOT 8 BLOCK 4 HEROLDS ADD	Benjamin & Erin Fall	4,010.40
32-852-7206	LOTS 1 & 2 BLOCK 5 HEROLDS ADD	Mark & Cynthia Seeger	7,575.20
32-870-1000	AC. .51 COM. AT NE COR SW1/4NE1/4, W 24 RD, S 10 RD, E 24 RD, N 10 RDS LESS .65 AC. IN PARCEL #8701-1.; AND LESS THE W. 84 FT.	LUTHERAN MEMORIAL HOME	6,951.36
32-870-1001	AC. .65 BEG AT NE COR AAMOTH ADD; W 156 FT; N 174.42 FT; E 156 FT ON S LINE HEROLDS ADD; N ON E LINE TO N LINE OF SW1/4NE1/4; E 7 FT TO NE COR SW1/4NE1/4; S ON E LINE TO INTERSECTION OF A LINE	James Illies	6,951.36
32-870-1002	AC. .34 COM. 312 FT. W. OF NE COR. SW1/4NE1/4; THEN S. 176.54 FT. TO N. LINE OF AAMOTHS ADD'N. TWIN VALLEY; W. 84 FT., N. 177.68 FT., MORE OR LESS TO S. LINE OF HEROLDS ADD'N., E. 84 FT. TO BEG.	ST WILLIAMS CATHOLIC CHURCH	3,743.04
32-870-2000	AC 1.50 COM. 24 RD W OF NE COR SW1/4NE1/4, S 10 RD, W 24 RD N 10 RD, E 24 RD. PLATTED PROPERTY	Brent & Nonda Solseng	17,645.76
32-870-3000	AC 6.66 COM. AT THE NW COR OF SW1/4 NE1/4 SEC. 28, THENCE E 528 FT. SO 549 1/2 FT. W 528 FT. N 549 1/2 FT. TO BEG.	INDEPENDENT SCHOOL DIST 2215	6,862.24
32-852-7030	LOTS 6 & 7, BLOCK 2 HEROLD'S ADD	City of Twin Valley	7,129.60
32-852-7060	LOTS 12 BLK 3 HEROLDS ADDITION	City of Twin Valley	4,946.16
32-852-7051	LOTS 2 THRU 9; LOTS 15 & 16 BLK 3 HEROLDS ADD	City of Twin Valley	37,430.40
32-852-7081	LOTS 9 THRU 17 LESS (LOT 15) BLK 4 HEROLDS ADD	City of Twin Valley	33,776.48
32-852-7102	LOT 3 - BLOCK 5 - HEROLD'S ADD	City of Twin Valley	8,733.76
TOTAL ASSESSMENT ROLL			\$247,530.80

ASSESSMENT WORKSHEET

2025 Street Improvements - Herold Court Addition
Twin Valley, Minnesota

TOTAL SHEET

Description	Quantity	Unit	Rate	Amount
1. Street Reconstruction	<u>5,555.00</u>	F.F.	<u>44.56</u>	247,530.80
TOTAL ASSESSMENT: \$ 247,530.80				<u>412,551.33</u>

Project #24.03896

SPECIAL ASSESSMENT ROLL SUMMARY

CITY OF TWIN VALLEY, MINNESOTA

**Assessment for 2025 Street Improvements - Herold Court Addition
Twin Valley, Minnesota**

Adopted by the City Council on 10/13/2025

Summary

Assessment Roll	247,530.80
Amount to be Paid by City	<u>165,020.53</u>
TOTAL ASSESSABLE COST	\$ 412,551.33

Assessment Rates

1. Street Reconstruct 44.56 F.F.

The Twin Valley Community Booster Club is holding the annual **HOLIDAY BOOSTER BUCKS DRAWING** again this year. The following prizes that will be awarded are:

- 1 = \$100.00 in Booster Bucks
- 6 = \$50.00 each in Booster Bucks
- 4 = \$25.00 each in Booster Bucks

This event will run between December 3rd and December 17th with the drawing being held on the afternoon of Thursday, December 18th, 2025.

You can put out your registration box and sign up slips any time after Thanksgiving. (You will need to provide your own box and slips for the drawing.)

You should draw 5 slips from your box on December 18th, 2025, by noon and report those names to Rachel Johnson at the City office. Rachel will take care of the final drawing.

The other annual event is the **LIGHTING CONTEST**. This contest will start on December 3rd, and the judging will take place on Friday, December 19th. Winners will be announced on Monday, December 22nd. As in the past years we will have 3 winners:

- 1st place = \$75.00 in Booster Bucks
- 2nd place = \$50.00 in Booster Bucks
- 3rd place = \$25.00 in Booster Bucks

This year we are holding the 8th annual **PARADE OF TREES** at the Community Center. We have had some great entries in the previous years with some unique trees. So, start working on your design or theme ideas for submission!


The Parade of Trees will be open for public viewing Wednesday, December 3rd through Saturday, December 6th. Our Winter Social, which includes live music, will be on Friday, December 5th. Watch for details posted around the community and through advertising as well as the Twin Valley Community Booster Club Facebook page.

We are asking for your support to help make these three projects possible. As an added bonus, our club is also officially a registered 501(c)(3) non-profit—any donation made is completely tax deductible.

Please consider becoming a member of the Twin Valley Community Booster Club. There is no membership fee required. Each month we continue to work together to find ways to promote the Twin Valley Community. We invite residents of the community, local businesses, and all volunteer organizations to join us. Monthly meetings are held on the second Wednesday of each month at 6:30pm at the Twin Valley Liquor Store.

Thank you and hope to see you at the next meeting!

Application for Land Use | Building Permit

Zone: <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Urban/Agriculture		
Applicant Type: <input checked="" type="checkbox"/> Property Owner <input type="checkbox"/> Contractor		
Job Address <i>304 Pleasant Ave SW</i> Twin Valley, Minnesota 56584		
Property Owner <i>Dalton Moore Gilbert Munoz</i>	Phone Number <i>(218) 204 - 1940</i>	
Mailing Address <i>304 Pleasant Ave SW</i> <input type="checkbox"/> Check here if same as job address		
Contractor Name		License Number
Phone Number () -	Address	
Work Type		
<input type="checkbox"/> Fencing	<input checked="" type="checkbox"/> Small Storage Unit	<input type="checkbox"/> Addition (decks, porches, patios)
<input type="checkbox"/> Garages/Shops/Outbuilding	<input type="checkbox"/> Manufactured Home	<input type="checkbox"/> New Construction
<input type="checkbox"/> Miscellaneous (roofing, siding, windows)		
Description of Work (include materials, i.e. Wood, metal, concrete, etc.) <i>Metal, plastic</i>		
Front Width <u>9.5</u>	Side Width <u>11.9</u>	Height <u>6.36</u>
No. of Stories <u>1</u>	Total Square Feet <u>120</u>	
Details and Remarks		
		
<p><i>Include a site plan showing the location on the structure or fence on the property that demonstrates that all requirements of this code will be met.</i></p>		

In accordance with Twin Valley City Ordinance:

§ 151.54 LAND USE PERMIT REQUIRED. No structure or fence subject to \$151.46 shall be constructed until a land use permit has been obtained from the City Clerk. 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).

§ 151.07 COMPLIANCE WITH ORDINANCE. No structure or land shall hereafter be used or occupied and no structure shall hereafter be erected, constructed, reconstructed, moved or structurally altered, except in conformity with the regulations specified in the Zoning Ordinance for the district in which it is located.

§ 151.64 CERTIFICATION OF TAXES PAID. Prior to approving an application for any city land use permit, the applicant shall provide certification to the city that there are no delinquent property taxes, special assessments, unpaid utility charges certified for payment as taxes, interest, or city utility fees due upon the parcel of land to which the land use permit relates.

Certification Statement:

By signing this document, the applicant certifies:

- (1) All submitted information is true and accurate to the best of their knowledge;
- (2) Authorization from the property owner to perform the proposed work has been granted;
- (3) All pertinent and applicable state and local laws and ordinances will be complied with in performing the work for which this permit is issued;
- (4) Any required contractor license, personal license or certificate of competency will be obtained prior to issuance of this permit;
- (5) Unlicensed persons shall not be hired to perform work that requires a license or certificate of competency.
- (6) Property owner applicants acknowledge that they own the property associated with this permit and that the work proposed on this permit meets the requirements of MN Statutes 326B.805.

Signature of Applicant *Dalta Man*

Date 10-29-25

Fee Schedule	
Fences.....	\$10.00
Small Storage Unit.....	\$20.00
Additions, Decks, Porches, Patios, etc.....	\$25.00
Garages, Shops, Out buildings.....	\$50.00
Manufactured Home (1976 or newer).....	\$100.00
New Construction – Residential.....	\$100.00
New Construction – Commercial.....	\$500.00
Penalty Fee (project started without approval).....	\$25.00

For Office Use	
Date Received <u>10/29/25</u>	Fee(s) \$ <u>20.00</u> <input checked="" type="checkbox"/> Paid <u>ce</u>
Parcel Number <u>32- 8718000</u>	
Delinquent Utilities <input type="checkbox"/> \$ <u>0</u>	Delinquent Property Taxes <input type="checkbox"/> \$ <u>0</u>
Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Council Meeting Date ____/____/____

**LIQUOR STORE DAILY SALES
OCTOBER 2025**

Date	Food	Beverage	Bar Beer	Bar Liquor	Bar Wine	Cigs	Clothing	Off Beer	Off Liquor	Off Wine	Off Taxable	Bar Misc.	THC Bev	Drink Chip	Total Daily Sales	Sales Tax Collected	Total Sales w/tax	CC Sales	CC Surg	Gift Cert	Adjusted Daily Sales	Daily Deposit	(+/-)	Lottery Deposit
1	\$ 113.37	\$ 6.99	\$ 344.20	\$ 96.25	\$ 11.61	\$ 111.16	\$ 90.00	\$ 675.19	\$ 422.61	\$ 6.99	\$ 19.98		\$ 7.80	\$ -	\$ 1,906.15	\$ 167.50	\$ 2,073.65	\$ 736.99	\$ 20.14		\$ 1,356.80	\$ 1,370.04	\$ 13.24	\$ 68.00
2	\$ 102.19	\$ 8.38	\$ 193.86	\$ 254.35				\$ 769.54	\$ 284.71	\$ 131.95			\$ 3.90	\$ (13.00)	\$ 1,735.88	\$ 170.54	\$ 1,906.42	\$ 829.68	\$ 22.55	\$ 4.00	\$ 1,095.29	\$ 1,095.29	\$ (0.00)	\$ 60.00
3	\$ 264.24	\$ 35.23	\$ 508.32	\$ 332.21		\$ 126.00		\$ 1,723.97	\$ 180.67	\$ 73.92	\$ 34.56	\$ 46.48	\$ 45.97	\$ 28.00	\$ 3,399.57	\$ 313.78	\$ 3,713.35	\$ 2,390.60	\$ 64.68		\$ 1,387.43	\$ 1,373.77	\$ (13.66)	\$ 17.00
4	\$ 243.02	\$ 21.92	\$ 407.66	\$ 202.95		\$ 70.00		\$ 1,312.95	\$ 273.84	\$ 58.95	\$ 73.23	\$ 4.50	\$ 27.30	\$ -	\$ 2,696.32	\$ 254.31	\$ 2,950.63	\$ 2,261.93	\$ 63.34		\$ 752.04	\$ 750.90	\$ (1.14)	\$ 66.00
5														\$ -	\$ -		\$ -				\$ -	\$ -	\$ -	\$ -
6	\$ 92.19	\$ 8.40	\$ 191.16	\$ 75.77		\$ 14.00		\$ 355.81	\$ 275.82	\$ 62.95	\$ 20.00		\$ 73.85	\$ (1.00)	\$ 1,168.95	\$ 121.15	\$ 1,290.10	\$ 632.41	\$ 17.69		\$ 675.38	\$ 657.54	\$ (17.84)	\$ 57.00
7	\$ 87.07	\$ 8.15	\$ 144.27	\$ 125.59	\$ 15.48	\$ 46.00		\$ 462.50	\$ 115.40	\$ 94.95	\$ 34.49	\$ 1.50	\$ 55.42	\$ -	\$ 1,190.82	\$ 117.67	\$ 1,308.49	\$ 577.75	\$ 15.81		\$ 698.55	\$ 698.90	\$ 0.35	\$ (48.00)
8	\$ 163.86	\$ 18.20	\$ 249.65	\$ 134.01	\$ 15.48	\$ 14.00		\$ 426.27	\$ 101.41	\$ 73.97		\$ 6.00	\$ 46.80	\$ 12.00	\$ 1,261.65	\$ 123.23	\$ 1,384.88	\$ 591.36	\$ 15.57		\$ 809.09	\$ 810.65	\$ 1.56	\$ 2.00
9	\$ 109.88	\$ 25.18	\$ 179.05	\$ 179.31		\$ 28.00		\$ 402.32	\$ 331.72	\$ 77.94	\$ 19.27		\$ 7.80	\$ -	\$ 1,360.47	\$ 128.76	\$ 1,489.23	\$ 906.41	\$ 24.94		\$ 607.76	\$ 607.80	\$ 0.04	\$ 65.00
10	\$ 766.82	\$ 23.32	\$ 780.50	\$ 335.16		\$ 60.00		\$ 1,326.73	\$ 326.76	\$ 70.94	\$ 5.29	\$ 2.00	\$ 14.77	\$ (11.75)	\$ 3,700.54	\$ 342.85	\$ 4,043.39	\$ 2,524.97	\$ 68.66		\$ 1,587.08	\$ 1,587.81	\$ 0.73	\$ 34.00
11	\$ 269.82	\$ 24.47	\$ 933.79	\$ 501.34		\$ 42.00		\$ 1,262.54	\$ 398.45	\$ 60.95	\$ 5.99	\$ 39.74	\$ 18.67	\$ (6.00)	\$ 3,551.76	\$ 338.48	\$ 3,890.24	\$ 2,803.66	\$ 74.52		\$ 1,161.10	\$ 1,138.21	\$ (22.89)	\$ 73.00
12														\$ -	\$ -		\$ -				\$ -	\$ -	\$ -	\$ -
13	\$ 101.39	\$ 7.00	\$ 65.10	\$ 58.25		\$ 40.16		\$ 481.27	\$ 68.72	\$ 78.93	\$ 4.00		\$ 34.76	\$ -	\$ 939.58	\$ 90.75	\$ 1,030.33	\$ 491.18	\$ 13.89		\$ 553.04	\$ 544.20	\$ (8.84)	\$ 70.00
14	\$ 121.52	\$ 16.32	\$ 41.64	\$ 68.03		\$ 28.00		\$ 405.27	\$ 208.38	\$ 84.95	\$ 28.47		\$ 44.31	\$ -	\$ 1,046.89	\$ 102.01	\$ 1,148.90	\$ 819.90	\$ 22.72		\$ 351.72	\$ 319.03	\$ (32.69)	\$ 79.00
15	\$ 154.12	\$ 41.02	\$ 169.98	\$ 90.31		\$ 40.06		\$ 493.60	\$ 417.07	\$ 73.94	\$ 10.26		\$ 32.98	\$ -	\$ 1,523.34	\$ 145.08	\$ 1,668.42	\$ 902.04	\$ 25.27		\$ 791.65	\$ 766.90	\$ (24.75)	\$ 69.00
16	\$ 119.21	\$ 16.33	\$ 293.96	\$ 264.61		\$ 9.00		\$ 665.09	\$ 242.69	\$ 22.98		\$ 6.25	\$ 38.17	\$ 31.00	\$ 1,709.29	\$ 166.04	\$ 1,875.33	\$ 1,117.74	\$ 29.61		\$ 787.20	\$ 787.85	\$ 0.65	\$ -
17	\$ 131.06	\$ 18.19	\$ 533.92	\$ 226.64		\$ 14.00		\$ 920.51	\$ 177.26	\$ 81.97	\$ 17.99	\$ 4.50	\$ 23.40	\$ -	\$ 2,149.44	\$ 209.55	\$ 2,358.99	\$ 1,452.84	\$ 38.55		\$ 944.70	\$ 945.72	\$ 1.02	\$ 112.00
18	\$ 233.49	\$ 44.78	\$ 1,145.61	\$ 492.57		\$ 70.00		\$ 1,248.78	\$ 354.20	\$ 58.97	\$ 42.45		\$ 67.77	\$ (4.00)	\$ 3,754.62	\$ 365.70	\$ 4,120.32	\$ 2,510.90	\$ 68.15	\$ 12.00	\$ 1,665.57	\$ 1,655.65	\$ (9.92)	\$ 66.00
19	\$ 57.27	\$ 2.80	\$ 78.49	\$ 23.21				\$ 138.92			\$ 8.49			\$ -	\$ 309.18	\$ 28.84	\$ 338.02	\$ 304.66	\$ 7.95		\$ 41.31	\$ 41.80	\$ 0.49	\$ -
20	\$ 103.75	\$ 35.41	\$ 173.41	\$ 79.28		\$ 42.00		\$ 420.04	\$ 293.65	\$ 83.95			\$ 38.12	\$ (34.00)	\$ 1,235.61	\$ 123.26	\$ 1,358.87	\$ 662.15	\$ 17.80		\$ 714.52	\$ 714.85	\$ 0.33	\$ 100.00
21	\$ 128.04	\$ 12.12	\$ 296.50	\$ 132.89	\$ 23.22	\$ 56.00		\$ 575.21	\$ 220.28	\$ 16.00	\$ 9.99	\$ 6.25		\$ (8.00)	\$ 1,468.50	\$ 135.87	\$ 1,604.37	\$ 1,012.51	\$ 27.41		\$ 619.27	\$ 616.75	\$ (2.52)	\$ 166.00
22	\$ 159.25	\$ 7.00	\$ 320.82	\$ 146.74		\$ 56.00		\$ 580.78	\$ 266.73	\$ 43.98	\$ 19.99		\$ 7.80	\$ 20.50	\$ 1,629.59	\$ 150.27	\$ 1,779.86	\$ 1,099.09	\$ 29.61		\$ 710.38	\$ 711.14	\$ 0.76	\$ 49.00
23	\$ 129.44	\$ 8.40	\$ 361.75	\$ 110.59		\$ 42.00		\$ 493.67	\$ 172.88	\$ 120.96	\$ 17.28			\$ -	\$ 1,456.97	\$ 137.29	\$ 1,594.26	\$ 831.85	\$ 22.06	\$ 25.00	\$ 759.47	\$ 757.44	\$ (2.03)	\$ 62.00
24	\$ 176.84	\$ 18.65	\$ 655.69	\$ 246.18		\$ 70.00		\$ 749.09	\$ 339.60	\$ 94.39	\$ 16.97	\$ 10.74	\$ 49.21	\$ (2.00)	\$ 2,425.36	\$ 233.95	\$ 2,659.31	\$ 1,563.03	\$ 41.21		\$ 1,137.49	\$ 1,137.92	\$ 0.43	\$ 61.00
25	\$ 203.47	\$ 41.99	\$ 598.48	\$ 503.11	\$ 7.74	\$ 116.00	\$ 90.00	\$ 904.99	\$ 476.25	\$ 16.99	\$ 63.73			\$ -	\$ 3,022.75	\$ 270.44	\$ 3,293.19	\$ 1,614.24	\$ 43.55		\$ 1,722.50	\$ 1,706.53	\$ (15.97)	\$ 165.00
26														\$ -	\$ -		\$ -				\$ -	\$ -	\$ -	\$ -
27	\$ 104.28	\$ 11.20	\$ 246.22	\$ 110.36		\$ 14.00		\$ 288.83	\$ 141.35	\$ 70.46	\$ 5.49			\$ 10.00	\$ 1,002.19	\$ 93.55	\$ 1,095.74	\$ 676.02	\$ 17.06		\$ 436.78	\$ 416.05	\$ (20.73)	\$ 9.00
28	\$ 152.71	\$ 34.50	\$ 227.10	\$ 100.79				\$ 521.18	\$ 302.85	\$ 10.99	\$ 3.29	\$ 2.75		\$ -	\$ 1,356.16	\$ 128.83	\$ 1,484.99	\$ 752.39	\$ 20.58		\$ 753.18	\$ 754.98	\$ 1.80	\$ 111.00
29	\$ 116.89	\$ 34.97	\$ 248.92	\$ 172.24				\$ 259.80	\$ 302.27	\$ 60.95	\$ 11.98	\$ 71.73		\$ -	\$ 1,279.75	\$ 115.11	\$ 1,394.86	\$ 587.88	\$ 16.58		\$ 823.56	\$ 838.65	\$ 15.09	\$ 60.00
30	\$ 147.60	\$ 18.66	\$ 267.32	\$ 91.02		\$ 42.00		\$ 551.23	\$ 259.29	\$ 62.98	\$ 6.58	\$ 4.50	\$ 15.60	\$ -	\$ 1,466.78	\$ 138.07	\$ 1,604.85	\$ 859.96	\$ 24.18		\$ 769.07	\$ 768.65	\$ (0.42)	\$ 38.00
31	\$ 198.12	\$ 27.98	\$ 573.35	\$ 331.74	\$ 15.48	\$ 28.00		\$ 1,148.43	\$ 556.71	\$ 56.95	\$ 9.99	\$ 7.49		\$ 52.00	\$ 3,006.24	\$ 282.68	\$ 3,288.92	\$ 2,003.26	\$ 55.58		\$ 1,341.24	\$ 1,341.73	\$ 0.49	\$ 133.00
	\$ 4,750.91	\$ 577.56	\$ 10,230.72	\$ 5,485.50	\$ 89.01	\$ 1,178.38	\$ 180.00	\$ 19,564.51	\$ 7,511.57	\$ 1,753.85	\$ 489.76	\$ 214.43	\$ 654.40	\$ 73.75	\$ 52,754.35	\$ 4,995.56	\$ 57,749.91	\$ 33,517.40	\$ 909.66	\$ 41.00	\$ 25,053.17	\$ 24,916.75	\$ (136.42)	\$ 1,744.00

October 2025 ATM Report

DNS49583

Total Surcharge:\$532.00

**TWIN VALLEY MUNICIPAL
LIQUOR**

3771 COUNTY HIGHWAY 27

Twin Valley, MN 56584

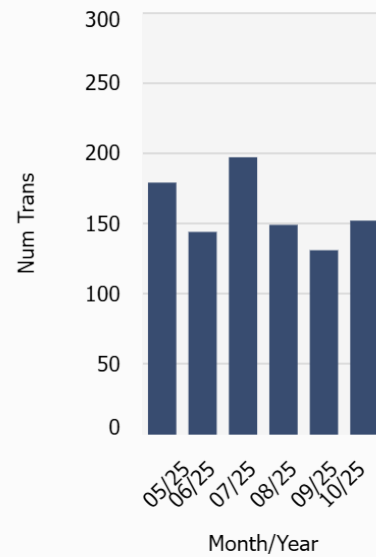
Date	Wdl Txns	Schg Txns	Dny Txns	Total Txns	Wdl Amt	Schg Colctd
2025-10-01	2	2	2	5	\$400.00	\$7.00
2025-10-02	2	2	0	3	\$160.00	\$7.00
2025-10-03	7	7	1	11	\$680.00	\$24.50
2025-10-04	9	9	2	14	\$780.00	\$31.50
2025-10-05	5	5	0	7	\$540.00	\$17.50
2025-10-06	0	0	0	0	\$0.00	\$0.00
2025-10-07	2	2	0	4	\$220.00	\$7.00
2025-10-08	2	2	0	3	\$180.00	\$7.00
2025-10-09	4	4	0	7	\$520.00	\$14.00
2025-10-10	3	3	0	3	\$260.00	\$10.50
2025-10-11	17	17	0	23	\$1,980.00	\$59.50
2025-10-12	7	7	0	11	\$680.00	\$24.50
2025-10-13	0	0	0	0	\$0.00	\$0.00
2025-10-14	6	6	2	10	\$720.00	\$21.00
2025-10-15	0	0	0	0	\$0.00	\$0.00
2025-10-16	6	6	0	9	\$820.00	\$21.00
2025-10-17	6	6	1	10	\$620.00	\$21.00
2025-10-18	6	6	0	8	\$760.00	\$21.00
2025-10-19	12	12	1	19	\$1,300.00	\$42.00
2025-10-20	0	0	0	0	\$0.00	\$0.00
2025-10-21	5	5	0	8	\$400.00	\$17.50
2025-10-22	2	2	0	5	\$300.00	\$7.00
2025-10-23	9	9	1	15	\$900.00	\$31.50
2025-10-24	9	9	0	14	\$1,060.00	\$31.50
2025-10-25	9	9	1	14	\$1,000.00	\$31.50
2025-10-26	10	10	0	15	\$800.00	\$35.00
2025-10-27	0	0	0	0	\$0.00	\$0.00
2025-10-28	3	3	3	11	\$480.00	\$10.50
2025-10-29	1	1	0	2	\$40.00	\$3.50
2025-10-30	5	5	1	9	\$460.00	\$17.50
2025-10-31	3	3	0	7	\$260.00	\$10.50
Totals:	152	152	15	247	\$16,320.00	\$532.00

Month	Num Trans
05/25	179
06/25	144
07/25	197
08/25	149
09/25	131
10/25	152

952

Average Monthly Trans:	159
------------------------	-----

6 Month History



As on 10/31/2025

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	312,695.59	530,583.67	0.00	0.00	569,639.54	0.00	20,000.00	253,639.72	488,953.01	742,592.73
Other Federal Programs - ARP	46,447.10	0.00	0.00	0.00	0.00	0.00	46,447.10	0.00	0.00	0.00
Public Housing (Optional)	69,486.90	0.00	0.00	0.00	0.00	0.00	0.00	69,486.90	0.00	69,486.90
LEASE Revenues - Tower Antenna Placement	17,439.58	12,819.70	0.00	0.00	0.00	0.00	0.00	30,259.28	0.00	30,259.28
2012A Refunding Bond	0.00	17,849.56	0.00	0.00	0.00	0.00	0.00	17,849.56	0.00	17,849.56
2013A Refunding Bond	0.00	38,355.96	0.00	0.00	119,315.00	0.00	0.00	(80,959.04)	0.00	(80,959.04)
MPFA DWRF 2019 Replacement Fund	37,875.00	0.00	0.00	0.00	0.00	0.00	0.00	37,875.00	0.00	37,875.00
General Capital Projects	64,554.55	6,708.63	0.00	46,447.10	75,643.13	0.00	0.00	42,067.15	0.00	42,067.15
Lot Incentive Program	14,723.91	0.00	0.00	0.00	0.00	0.00	14,723.91	0.00	0.00	0.00
2007 Storm Utility Fund	227,481.92	20,998.47	0.00	0.00	72.00	0.00	0.00	248,408.39	0.00	248,408.39
Herold Court Paving Project	0.00	0.00	0.00	14,723.91	247,736.12	0.00	0.00	(233,012.21)	0.00	(233,012.21)
Blight & Beautification	8,101.58	0.00	0.00	20,000.00	1,390.00	0.00	0.00	26,711.58	0.00	26,711.58
Water	751,994.40	177,072.75	0.00	0.00	136,421.17	0.00	0.00	792,645.98	0.00	792,645.98
Sewage Collection and Disposal	304,171.84	3,927,084.34	0.00	0.00	3,864,515.79	0.00	0.00	366,740.39	0.00	366,740.39
Refuse or Garbage Collection	152,362.87	99,463.93	0.00	0.00	99,985.69	0.00	0.00	151,841.11	0.00	151,841.11
Municipal Liquor Store	104,665.48	567,683.53	0.00	0.00	566,034.02	0.00	0.00	106,314.99	81,398.60	187,713.59
Swimming Pool	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00
SHIP - City projects	(855.95)	250.00	0.00	1,000.00	172.53	0.00	0.00	221.52	0.00	221.52
Memorial Gardens	(20.88)	4,700.00	0.00	0.00	6,100.00	0.00	0.00	(1,420.88)	0.00	(1,420.88)
Loan Pool/EDA	22,681.57	11,943.09	0.00	0.00	687.00	0.00	0.00	33,937.66	20,674.05	54,611.71
City Cemetery	1,552.60	0.00	0.00	0.00	0.00	0.00	0.00	1,552.60	0.00	1,552.60
General Trust - Special Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total :	2,136,358.06	5,415,513.63	0.00	82,171.01	5,687,712.00	0.00	82,171.01	1,864,159.69	591,025.66	2,455,185.35

**PROPOSED TWIN VALLEY CITY ORDINANCE – CHAPTER 115
REGISTRATION OF RENTAL UNITS**

Intent

It is declared to be the purpose and intent of this chapter to protect and preserve this city's neighborhoods and the public health, safety, welfare and morals of those who live there. The city council determined that:

1. There are persons residing in rental property in the city engaging in disorderly conduct which results in a hostile environment for other citizens living close to the rental property;

2. There is currently no city ordinance which provides a formal procedure by which the city can notify a rental property owner or manager of the disorderly conduct occurring on the property;

3. There is currently no procedure by which the city can require a rental property owner or manager to respond to and resolve the occurrences of disorderly conduct occurring on his or her rental property and to take administrative action against his or her rental registration certificate or right to obtain a rental registration certificate should he or she fail to do so;

4. The existence of debris or other public nuisances on the exterior premises or in the common areas of rental properties has a detrimental effect upon the city's neighborhoods, the tenants residing in the rental properties, citizens residing in close proximity to the rental properties, and the public health, safety, welfare and morals of those who live there.

Accordingly, it is the intent of this chapter to address the serious and, at times, life threatening problems posed by the occurrence of disorderly conduct to the health and safety of all city residents in all portions of the city. At the same time, the city council recognizes, acknowledges, and complies with all due process and property rights enjoyed by those who own or manage rental property as well as those who reside in such property. This ordinance represents the city's good faith effort to balance those competing and legitimate interests.

115.01. DEFINITIONS.

For the purpose of this chapter, the following terms shall have the meanings ascribed to them.

APPROPRIATE ACTION shall mean that action which a reasonable rental property owner would take based upon the facts and circumstances of each case so as to prevent a reoccurrence of the disorderly use.

LICENSE shall mean a registration certificate or the right to receive a registration certificate as required by this chapter.

RENTAL PROPERTY OWNER shall mean one who holds the license or who is otherwise obligated to obtain and maintain the license as required by this chapter.

LICENSED PREMISES or **PREMISES** shall mean the property owned, operated, or managed by a rental property owner and shall refer to an individual unit within a multi-unit complex when applicable.

DISORDERLY or **DISORDERLY USE** shall mean that conduct occurring on the Licensed Premises or Premises which violates a provision of this chapter or City Code or State Law.

115.02. REGISTRATION CERTIFICATE REQUIRED.

(A) No owner shall allow another person to occupy, nor shall any person let to another for occupancy, any dwelling or rooming unit in any dwelling, any apartment, manufactured home, campground facility or similar rental unit without first obtaining a registration certificate as provided in this chapter, or at such time that the registration certificate, or the right to receive such a registration certificate, is suspended or revoked. This registration certificate is also referred to within this chapter as a "rental license" or "license." Any registration certificate obtained pursuant to this section shall be issued in the name of the property owner. In the case of a multiple unit dwelling, a registration certificate issued pursuant to this section includes and applies to both the entire dwelling as well as each individual rental unit within the dwelling. Any suspension or revocation of the registration certificate or the right to receive a registration certificate may involve the entire dwelling or an individual unit or units within the dwelling.

(B) The occupancy or rental of any dwelling, or any apartment, or rooming unit in any dwelling for which a registration certificate is required, need not be interrupted or suspended for lack of a registration certificate if the same is due to the inability of the city clerk to process the application in a timely manner, or if the owner is in the process of complying with a notice of deficiencies from the city clerk within the period of time authorized by the city clerk.

115.03. APPLICATION FOR REGISTRATION CERTIFICATE.

An application for a registration certification shall be filed by the owner with the city clerk. An application for any dwelling to be converted to a use which would require a registration certificate shall be made and filed with the city clerk at least 30 days prior to such conversion.

115.04. APPLICATION FORMS.

Forms of applications for registration certificate that shall be supplied by the city clerk will be available at City Hall.

115.05. APPLICATIONS.

Each application for registration certificate shall contain the following information:

1. Name, residence address, telephone number, and date of birth of the owner of the dwelling. If the owner is a partnership, the name of the partnership, and the name, residence address, telephone number, and date of birth of the managing partner. If the owner is a corporation, the name and address of the corporation, and the name, address, telephone number, and date of birth of the chief operating officer. If the dwelling is being sold on a contract for deed, the name and address of the contract vendee. Where the word "owner" is used in any part of the city housing code, it shall include all persons as outlined in this section.

2. Name, residence address, telephone number, and date of birth of any agent appointed by the owner to accept service of process and to receive or give receipt for notices.

3. Name, residence address, telephone number, and date of birth of any operator or agent actively involved in maintenance or management of said dwelling.

4. Legal street address of the dwelling.

5. Complete details of the number and kind of units offered for rent, classified as to the type of unit on the application, and the facilities incorporated in such rental units, including updated floor plans for emergency response purposes, as well as an updated list of tenant(s), with such updated floor plans and list of tenant(s) requirements constituting a continuing obligation of the applicant during the registration certificate period.

6. Any person making application for a rental registration certificate must provide proof of identification by the use of a driver's license, state issued identification card, military identification card, or such other identification as is acceptable to the city clerk. The identification provided must set forth the full name and date of birth of the person making the application.

7. An acknowledgment that the applicant has reviewed and understands the provisions of this chapter, intends to abide by the provisions and will include reference to this chapter in any written lease used in renting the property.

115.06. COMPLIANCE WITH THE ZONING.

Every application for registration certificate shall be accompanied by a certificate issued by the city clerk indicating that the proposed use of the dwelling is in compliance with zoning requirements.

115.07. ISSUANCE AND POSTING OF REGISTRATION CERTIFICATE.

Whenever the investigation of an application indicates that the dwellings, apartments, or rooming units offered for rent comply with all provisions of this code, including any provisions of the zoning, building, fire safety, or health ordinances set forth in the city code, the city clerk shall issue a registration certificate. Every registrant of a dwelling, apartment or rooming unit offered for rent shall post the registration certificate in a conspicuous place.

115.08. NOTICE OF VIOLATION.

Whenever the investigation of an application for registration certificate indicates that the dwelling, apartment or rooming unit offered for rent does not comply with the provisions of this code, the city clerk shall serve a notice to the applicant. Additionally, owners of rental property must give notice of outstanding violations under this chapter to purchasers of such property.

115.09. REJECTION OF APPLICATION.

Whenever the investigation of an application for registration certificate indicates that the dwelling, apartment or rooming unit does not comply with the provisions of this code, and from the nature of the violations, the dwelling, apartment or rooming unit cannot be brought up to meet the minimum requirements, the city clerk shall return the application to the applicant stating the reasons for the rejection of the application.

Applications for properties with delinquent utility billing, citations, property taxes or other City fees will be automatically rejected.

115.10. TEMPORARY RENTAL REGISTRATION CERTIFICATES.

The city clerk may issue a temporary rental registration certificate when corrections required following inspection do not constitute a fire, safety or health hazard to the tenants or the general public, and the repairs are not practically feasible as a result of factors beyond the rental property owner's control. Such factors may include climatic conditions or the unavailability of contractors, supplies or materials needed to make the corrections. A temporary rental registration certificate shall be conditioned upon the rental property owner's making the needed corrections with timelines determined by the city clerk and identified on the temporary certificate. The temporary certificate shall expire if the work is not completed, inspected and approved by the city clerk by the date listed thereon.

115.11. APPEALS.

Any applicant whose application for registration certificate, after investigation has been rejected by the city clerk, may request and shall be granted a hearing in the matter before the City Council pursuant to, and under the procedures set forth in Section 115.17 of this chapter.

115.12. FAILURE TO REGISTER.

Every person required to register a dwelling, apartment, or rooming unit offered for rent under the provisions of this chapter and who fails to do so, or who allows the property to be occupied when the registration certificate or right to receive such registration certificate is revoked or suspended, shall be guilty of a violation of this code. Each day that a property is rented out without a valid rental registration certificate on file for that property is a separate violation. A violation of this section is a misdemeanor under Minnesota law and is subject to the penalties and provisions of § 10.99

115.13. CERTIFICATE RENEWAL AND NON-TRANSFERABILITY.

(A) All registration certificates shall expire on January 31st and must be renewed annually. Fees for new registration certificates which take place after January 31st shall be determined by the City Clerk on a prorated basis. All information required by this chapter must be submitted at the time of renewal. Whenever the applicant certifies that no change has been made in a registered dwelling, apartment, or rooming unit, and the registered unit has been reviewed within the preceding 12 months, a renewal registration certificate may be issued without being reviewed by the City Clerk, provided the owner certifies that the units are in compliance with this code, including any applicable provisions of zoning, building, fire safety, or health ordinances.

(B) Every person who transfers title to property registered under this chapter shall provide the city clerk with the name, residence address, telephone number, and date of the transfer of title to the new owner within 10 days of the date of such transfer. Within 30 days of the date of such transfer, the new owner shall apply for a new registration certificate. In the case of an option contract where the holder of the option is collecting rents and/or is paying on the mortgage to the property while the option remains unexercised, the holder of the option shall be deemed to be the owner of the property for purposes of this section and shall be required to apply for a rental registration certificate in his/her name. The date the option contract is created shall be deemed to be the date the holder of the option becomes the "owner" for purposes of this section.

(C). Registration certificates may not be transferred or assigned.

115.14. SUSPENSION OR REVOCATION OF REGISTRATION CERTIFICATE.

(A) Any registration certificate issued by the city pursuant to the provisions of this chapter may be suspended or revoked upon a finding that the certificate holder, during the term of the certificate, failed to comply with any provision of the City Code, any applicable federal or state statute or administrative rule, or any county ordinance.

(B) A person's right to apply and receive a registration certificate may be suspended or revoked upon a finding that the applicant has let to another for occupancy any dwelling, or any apartment or rooming unit in any dwelling, without first obtaining a registration certificate as required by this chapter and, during such time, has failed to comply with any provision of the City Code, any applicable federal or state statute or administrative rule, or any county ordinance.

(C) Whenever it appears to the council that adequate grounds may exist for the suspension or revocation of a registration certificate, or the right to receive a registration certificate, the council shall by resolution specify the nature of the alleged grounds and order that a hearing on the matter be held as provided below.

(D) No such suspension or revocation shall be effective until the license or permit holder has been afforded an opportunity for a hearing under sections 14.57 to 14.70 of the Minnesota Administrative Procedure Act.

(E) Upon a finding that the registration certificate holder or applicant has violated any such statute, rule, or ordinance, the council may invoke any of the sanctions provided in this chapter.

115.15. FEES.

As provided by M.S. § 462.353, Subd. 4, as it may be amended from time to time, fees may be established as follows:

(A) The Council may in a separate ordinance, or in the Ordinance Establishing Fees and Charges, prescribe fees sufficient to defray the costs incurred in reviewing, investigating, and administering applications for an amendment to the provisions of this chapter and to all official maps, and applications for a permit, or for some other approval required under this chapter.

(B) These fees must be fair, reasonable and proportionate to the actual cost of the service for which the fee is imposed. The city shall adopt management and accounting procedures to ensure that fees are maintained and used only for the purpose for which they are collected.

115.16. CONDUCT ON LICENSED PREMISES.

(A) Any rental property owner shall be responsible to take appropriate action against persons occupying or visiting the licensed premises, whether within a specific unit or within a common area. For purposes of this chapter, the term "persons occupying the premises" shall include tenants as defined in Minn. Stat. § 566.18, and those persons on the licensed premises whose presence the tenant has invited or to which the tenant has acquiesced. Violations of this section, whether occurring within a specific unit, within a common area, or on the exterior of the premises, shall apply to the entire licensed premises.

(B) The following ordinances and statutes are applicable to this section:

- (1) Minnesota Statutes Sections 617.80 through 617.87 regarding public nuisances;
- (2) Minnesota Statutes Sections 617.23 through 617.299 prohibiting obscenity;
- (3) Minnesota Statutes Sections 609.75 through 609.76 prohibiting gambling;
- (4) Minnesota Statutes Sections 152.01 through 152.025 and Section 152.027, Subdivisions 1 and 2, prohibiting the unlawful sale or possession of controlled substances;
- (5) Minnesota Statutes Chapter 340A prohibiting the unlawful sale, use or possession of alcoholic beverages;
- (6) Minnesota Statutes Section 97B.021, 97B.045, 609.66 through 609.67 and 624.712 through 624.716, prohibiting the unlawful possession, transportation, sale, or use of a weapon;
- (7) Minnesota Statutes Section 609.72 prohibiting disorderly conduct;
- (8) Minnesota Statutes Sections 609.221, 609.222, 609.223, 609.2231, and 609.224 prohibiting assaults, except that domestic assaults, as the same are defined by state law, are not included herein; or,
- (9) Title IX, Chapters 90-93 regarding abandoned property, animals, health and safety; nuisances, and Streets and Sidewalks. Nuisance violations shall also constitute a violation of this Section.

(C) Upon determination by the Norman County Sheriff or city clerk that the licensed premises were involved in a disorderly use or public nuisance, the city clerk shall notify the license holder by regular mail of such violation and direct the license holder to take appropriate corrective action to prevent further violations. Notice shall be effective if mailed to the license holder at that person's last known address. The license holder shall submit to the city clerk a written report of appropriate corrective actions taken by the rental property owner within fourteen (14) days of the date the notice was sent. Failure to submit the written report as required herein, or failure to take appropriate corrective actions, shall be a basis for the imposition of a fine and the revocation or suspension of the license or right to receive the license for the entire licensed premises.

(D) If another instance of disorderly use or public nuisance occurs within twelve (12) months of the issuance of a prior notice of violation, the license or right to obtain such license may be revoked or suspended for the entire licensed premises.

(E) No suspension or revocation or other sanctions shall be imposed where a violation involves disorderly use or public nuisance and the license holder has filed an unlawful detainer action with the district court to address the violation. Calls to the sheriff made by rental property owners shall not be considered incidents of disorderly use or public nuisance in the implementation of this chapter. The initiation of an unlawful detainer action shall not be a bar to sanctions, however, unless the action is diligently pursued by the rental property owner. Notice of and a copy of the unlawful detainer action shall be delivered to the city clerk. A determination that the licensed premises have been involved in a disorderly use or public nuisance as described in this chapter shall be made upon a preponderance of the evidence. It shall not be necessary that criminal charges be brought to support a determination of disorderly use or public nuisance, nor shall the fact of

dismissal or acquittal of such a criminal charge operate as a bar to adverse license action under this section.

(F) No suspension or revocation or other sanctions shall be imposed where one or more of the three required disorderly use notices were mailed or delivered to the landlord after the rental property owner has filed an unlawful detainer action with the district court for the particular unit or units identified in the disorderly use notice. Calls to the sheriff made by rental property owners shall not be considered incidents of disorderly use in the implementation of this chapter. The initiation of an unlawful detainer action shall not be a bar to sanctions, however, unless the action is diligently pursued by the rental property owner. Notice of and a copy of the unlawful detainer action shall be delivered to the city clerk. A determination that the licensed premises have been involved in a disorderly use as described in this chapter shall be made upon a preponderance of the evidence. It shall not be necessary that criminal charges be brought to support a determination of disorderly use, nor shall the fact of dismissal or acquittal of such a criminal charge operate as a bar to adverse license action under this section.

(G) This section applies to all leases, whether written or oral, and a landlord may consider any tenant's conduct listed in this chapter to be both a material breach of the lease and grounds for termination in any unlawful detainer action.

(H) This ordinance is not intended to supersede criminal sanctions that may be applied to the individual who violates the statutes and ordinances listed in this chapter.

115.17. LICENSE SUSPENSION AND REVOCATION.

(A) No suspension or revocation shall be effective until the rental property owner has been afforded an opportunity for a hearing. Upon a determination that a license or right to obtain such a license may be suspended or revoked or other sanctions may be imposed, a public hearing shall be held before the city council. All parties shall be afforded an opportunity to appear at such hearing after receiving reasonable notice. The notice shall state the time, place, and issues involved. At this hearing, license holders may present evidence of mitigating circumstances that would allow a rental property to retain its license. The city council shall in good faith hear and consider this evidence in making a determination to revoke or suspend the license or right to receive a license, impose civil penalties, or impose other reasonable conditions based upon violations of this chapter. The city council may postpone or discontinue such proceedings if it appears that the licensee has taken appropriate measures that will prevent further instances of disorderly use.

(B) The city council reserves the right to impose any of the following sanctions for violations of this chapter:

1. Suspend the license or right to receive a license for up to 60 days; or
2. Revoke the license or right to receive a license and establish the time period after which an application for a new certificate for the premises may be made; or
3. Impose an administrative fine for each violation found as a result of the hearings;

or

4. Impose other reasonable conditions intended to limit future incidents of disorderly use.

(C) Upon expiration of the suspension or revocation period, a license holder shall pay to the city a reinstatement fee as set by City Ordinance.



RESOLUTION 2025—

**A RESOLUTION AUTHORIZING CONTINUED SPONSORSHIP OF THE SNOWMOBILE TRAILS
OPERATED BY THE MOONSHINERS 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 approval 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 the following members voted in favor: _____ and the following voted against the same: _____. **WHEREUPON**, said resolution was duly adopted this _____, 2025.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

From: [Marti Sip](#)
To: [Aaron Borgen](#); [Barent Thronson](#); [Corey Hanson](#); [Curt Johannsen](#); [David Arends](#); [Diane Littlefield](#); [Harvey Dahl](#); hendrum@loretel.net; [Jason Chisholm](#); [Jerry Bergstrom](#); [Kelsey Borgen](#); [Kevin Jenson](#); [Korey Hegreberg](#); [Kyle Tucker](#); [Matthew Sirjord](#); [Mike Myers](#); [Nicole Albaugh](#); [Phillip Swenson](#); [Rachel Johnson](#); [Sharon Josephson](#); [Shawn Crompton](#); [Steve Gullickson](#); [Travis Fuchs](#); [Val Thom](#); [Vickie Thronson](#); [Wayne Lee](#)
Subject: Local Board of Appeal Tentative Dates and Times
Date: Friday, October 17, 2025 9:11:31 AM
Attachments: [image001.png](#)

Good Morning,

Here are the tentative dates and times of Local Board of Appeal Meetings for 2026. We are trying to consolidate our meetings to 2 days instead of 3 so please note that the day of the week and time may have changed from previous years. If your board determines there is a conflict for any of these meetings please let me know as soon as you are able.

Monday	April 20, 2026	Green Meadow Township	Local Board	9:00 AM	Townhall
Monday	April 20, 2026	Sundal Township	Local Board	10:30 AM	Townhall
Monday	April 20, 2026	Bear Park Township	Local Board	11:30 AM	Townhall
Monday	April 20, 2026	Twin Valley City	Local Board	6:00 PM	Municipal Center
Tuesday	April 21, 2026	Rockwell Township	Local Board	10:00 AM	Townhall
Tuesday	April 21, 2026	Mary Township	Local Board	11:30 AM	Townhall
Tuesday	April 21, 2026	Hendrum City	Local Board	6:00 PM	Hendrum City Office

I know this is coming well in advance, but, I wanted you all to have an opportunity to have your board meetings and discuss these dates and times prior to the deadline for setting this information in stone. I also want to encourage all of you to have more than one trained member on your boards for these meetings.

Please reach out with any questions or concerns.

Thank you all in advance for your time and commitment.

Marti Sip, SAMA
Norman County Assessor



16 3rd Ave E. Ste 103
Ada, MN 56510
Office: (218)784-5487
Email: marti.sip@normanmn.gov

****Please note that my email has changed.****

Notice: This email may contain privileged or confidential information and is for the sole use of the intended recipient(s). If you are not the intended recipient, any disclosure, copying, distribution, or use of the contents of this information is prohibited and may be unlawful. If you have received this electronic transmission in error, please reply immediately to the sender that you have received the message in error, and delete it.