

**MONDAY, DECEMBER 8, 2025 – TWIN VALLEY CITY COUNCIL
PUBLIC HEARING – TRUTH IN TAXATION
REGULAR MONTHLY MEETING
Twin Valley Community Center – 6:30 PM**

MEMBERS: Harold Allrich, Michael Bolton, Tammy Carlsrud, Tracy Christianson **ABSENT:** Mike Lampton
OTHERS: Jess Riepe

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its Truth in Taxation public hearing on Monday, December 8, 2025. Mayor Bolton called the hearing to order at 6:30PM.

No citizens in attendance. Hearing closed at 6:45PM.

MEMBERS: Harold Allrich, Michael Bolton, Tammy Carlsrud, Tracy Christianson **ABSENT:** Mike Lampton
OTHERS: Kerry Askelson, Toni Nysetvold, Jess Riepe, Ronald & Deb Lanoue, Juan & Jodi Garza, Gene Thompson, Justin Jerde.

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, December 8, 2025. Mayor Bolton called the regular meeting to order at 7:00PM.

PLEDGE OF ALLEGIANCE

MONTHLY BUSINESS

Minutes—Christianson/Allrich-m/s/p to approve November minutes with an update to one typo.

Disbursements—Allrich/Carlsrud-m/s/p to approve disbursements totaling \$258,383.42, a full list of which is available for review in the City Clerk’s Office.

RENTAL ORDINANCE—Council had a reading of proposed ordinance Chapter 115: Registration of rental units. Mayor Bolton explained the proposed ordinance was designed to give the City more oversight when neighboring property owners to rental units are filing complaints with the office; the intent is to put liability for the care and upkeep of rental properties on the owners. There has recently been an increase in complaint calls alleging tenants are violating the City nuisance code.

Property owners Ron & Deb Lanoue questioned how the City could implement this ordinance as they felt they would be exempt under a ‘grandfather clause’. State Statute 462.357 Subd 1e: Official Controls: Zoning Ordinance: Nonconformities was presented to the Council in reference. While the proposed ordinance is not considered a zoning ordinance, City will reach out to attorney to verify. Lanoue does not agree that the property owner should be fined when renters violate City Nuisance ordinances. Would like to see Animal Control in town. Property owners Jodi & Juan Garza questioned how the landlord was supposed to be held accountable for tenant behavior, did not feel like this should fall back onto the property owner.

Property manager Justin Jerde questioned requirement for asking who the tenants are suggesting this may be a HIPPA violation in some cases. Inquired about the prospective cost to register per unit, and how the registration would be of any benefit to property owners.

Bolton expressed that the reason for this proposal was to try and find a way for rental owners and the City to better work together to make sure that complaints received are being handled in a timely fashion. It was suggested that landlords look into having a clause in their rental agreements that all tenants will follow City Ordinance and failure to do so may be a breach of contract. City will contact City Attorney for further review as well as look into making changes to application requirements and bring back for future discussion.

Christianson/Allrich-m/s/p to table for further review.

FIRE/RESCUE—Pazdernik was absent from meeting, Mayor Bolton read Fire Chief’s Report—3 members of the TVFD and 1 rescue member attended Traffic Incident Management Responder Training in Crookston 12/4. Both

new pickup trucks have arrived, scheduled to be equipped with lights/sirens/radios/etc. on 12/29. Skid units have been ordered, 8–12-week lead time. Can use new pickups without skid units throughout remaining winter months.

Proposed to contract with auction company in March/April to sell old vehicles, including any other items the city wants to dispose of, will work to coordinate storage for old pickups and skids in the meantime with public works department. Christianson/Carlsrud-m/s/p to approve hire of Danielle Sanberg as volunteer rescue squad member. Rescue Ambulance needs service work on radio, unable to troubleshoot in house. Will contact technician. Carlsrud/Allrich to approve sending up to 5 members of the department to 'Building the Fire Officer' training in Mahanomen 2/21-2/22.

LIQUOR—Gross sales for November \$61,573.69, ATM revenue \$927.50. Nysetvold reported on previous and upcoming events—November was busy with hunting; had live entertainment the first weekend and the WRCC raffle the second. Vintage in the Valley held a snowmobile show in the parking lot 11/22, will plan to return next year. Suggestion to have alternative food options during the event next year to alleviate stress on bartenders. Friday 11/28 the NCE trap team held a raffle, bar had a good turnout. Upcoming events—Horse races scheduled for 12/13, live music afterwards. Will be open Christmas Eve 11-6, closed Christmas day. Inventory planned for 01/04.

PUBLIC WORKS—Askelson updated Council on current events—department staff are making repairs at Cabin #103 to bathroom, will need to replace shower and reinforce flooring. Has been in contact with both Arvig and IPS regarding a monitoring system for the new panel at the lift station. Arvig would need to install a phone line to work with current equipment, installation costing \$4,000. IPS would install an upgraded Sensaphone system that connects through cellular network; would allow for all alert types directly to employee cell phone and save trips to the lagoons when there are issues. Set up cost is \$4,600 plus applicable taxes. Grant funding from the project should cover expense. Christianson/Allrich to approve spending up to \$5,000 to install new Sensaphone system. Still waiting on project close out, has been delayed with Federal Government shutdown.

EDA/PARKS—No committee meeting held for December. Christianson expressed the possibility of needing additional storage space for new skates at rink. Will work with Askelson to coordinate. Rink has been flooded and will be ready soon. Discussed advertising to encourage community to get out and check out the rink. Discussion regarding hiring a rink attendant—have not had one in a couple years due to lack of turn out and interest. Suggested inquiring on social media if there is any interest. No set decisions.

FINANCE—Updated financial statement as of 11/30/2025 available for Council to review.

2026 LEVY & BUDGET—Having heard no public comments or concerns, Council Member Carlsrud motioned to set the 2026 Twin Valley Tax Levy as follows. Seconded by Council Member Allrich the following resolution was introduced.

RESOLUTION 2025—22 RESOLUTION ADOPTING THE 2026 TAX LEVY AND GENERAL FUND BUDGET FOR THE 2026 FISCAL YEAR

WHEREAS, the Twin Valley City Council has reviewed the current General Fund Budget, held a budget work session, and held a Truth in Taxation hearing to hear public comment on the proposed tax levy for the 2026 year; and

WHEREAS, the City Council had proposed a percentage increase of ten percent (10%) to be levied against the property's taxes, and after discussion will be lowered to a 0% increase for a final General Fund levy amount of \$199,972.00 for the 2026 fiscal operating year; and

WHEREAS, the City of Twin Valley must certify the 2026 Final Levy to the Norman County Auditor and the State of Minnesota.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Twin Valley, County of Norman, Minnesota, that the following proposed sums are to be levied for the 2026 collectible year, upon taxable properties in the City of Twin Valley, for the following purposes:

GENERAL FUND	\$ 199,972
2019A Utility Revenue & Refunding	\$ 22,000
LONG TERM CAPITAL FUND	\$ 10,000
TOTAL ADOPTED LEVY	\$ 231,972

THEREFORE, BE IT ALSO RESOLVED, the City of Twin Valley City Council hereby sets the General Fund budget for fiscal year 2026 with Revenues and Expenditures to balance at \$846,521 a total general fund budget increase of less than 1%.

Upon a roll call vote the following members voted in favor: Harold Allrich, Michael Bolton, Tammy Carlsrud, Tracy Christianson and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 8th day of December, 2025.

RACHEL JOHNSON, CLERK-TREASURER

MICHAEL BOLTON, MAYOR

NEW BUSINESS—Reviewed wage scale. Johnson explained how wage scale is structured for new Council members. City has a step scale for all positions. Starting pay is 75% of top, after six months raised to 80%, after one year raised to 85%, after two years raised to 90% with maximum wage hit at three years. Christianson/Carlsrud-m/s/p to approve a 3% cost of living increase for 2026 wages.

2026 FEE SCHEDULE—Motion by Councilmember Carlsrud, second by Councilmember Christianson to set the 2026 fee schedule.

RESOLUTION 2025—23

A RESOLUTION TO ADOPT THE FOLLOWING LIST OF CITY FEES AND CHARGES FOR THE CITY OF TWIN VALLEY FOR THE 2026 OPERATING FISCAL YEAR.

BE IT RESOLVED, Pursuant to Minnesota Law and the Twin Valley City Code, a fee schedule for City services and licensing is hereby adopted, by an affirmative vote of a majority of the Twin Valley City Council members present. The following permit fees and service charges are hereby established for the year 2026:

Administration

NSF Check Fee	\$35.00
Delinquent Assessment Fee	\$25.00
Assessment Search, Police Report, Ordinance copies, Utility History	\$10.00
Data Request requiring research/compilation	\$25.00/hr
Notary (per sheet)	\$1.00
Background Check	\$100.00
Filing Fee (elected official)	\$2.00
Mileage Rate	Set by IRS
City Map 8.5 x 11	\$0.25

COPIES

Standard 8.5x11	\$0.25
Legal 11x14	\$0.25
Poster 11x17	\$0.50
Two Sided Sheets	\$0.30
Colored Paper 8.5 x 11	\$0.30
Faxes – send & receive up to 5 sheets	\$2.00
Faxes – per sheet when more than 5 (not including cover)	\$0.50
Certification of Delinquent Utility Accounts / Invoices	\$5.00

Administrative Citation Fees

RV Park Camping Nightly	\$25.00
RV Park Camping Weekly	\$100.00
Heiberg Camping (per night)	\$15.00
Cemetery Plot	\$150.00
Recreational Vehicle Permit	\$20.00

Nuisance Mowing/Maintenance	\$100.00 (min)
Animal	
Pet License	\$10.00
Pet found without current tag	\$15.00
Backyard Chickens Application Fee	\$25.00
Impound Fee	\$25.00/day
Impound Fee – Repeated Violation	\$75.00/day
Business Fees	
Tobacco License	\$25.00
Special Event	\$25.00
Peddler/Transient	\$25.00
Mobile Food Unit	\$25.00
Lawful Gambling	\$5.00
Amusements	\$25.00/ea
Bowling/Billiards/Pool Tables	\$25.00
Alcohol	
Intoxicating ON -Sale	\$750.00
Intoxicating OFF -Sale	\$100.00
Wine License	\$150.00
3.2% ON -Sale	\$100.00
3.2% OFF -Sale	\$30.00
Sunday Liquor	\$200.00
Special One Day Permit	\$25.00
Consumption/Display (set-ups)	\$120.00
Center Fees	
Community Center	\$100.00
Community Center Kitchen Only	\$50.00
Community Center Bar Service	\$200.00
Community Center – Small Event/Meeting (20 or less)	\$25.00
Security Deposit	\$50.00
Table Rental	\$10.00
Chair Rental	\$1.00
Platform Rental	\$15.00
Picnic Table Rental	\$15.00
Fire and Rescue	
Fire Contract (full township)	\$3820.00
Rescue Contract (full township)	\$230.00
Fire Call – 1 st three hours	\$750.00
Fire Call – Additional hourly rate	\$300.00
Fire Calls less than one (1) hour (reviewed on a case-by-case rate)	TBD
Vehicle Accident	\$500.00
Foam Per Gallon	\$25.00
Wimmer Cabins	
Monthly Rent	\$375.00
Damage Deposit	\$375.00
Land Use – Zoning/Building Permits	
Fences	\$10.00
Small Storage Unit	\$20.00
Additions, Decks, Porches, Patios, etc.	\$25.00
Garages, Shops, Out buildings	\$50.00
Manufactured Home	\$100.00
New Construction, Residential	\$100.00
New Construction, Commercial	\$500.00
Penalty Fee (Project Started without Approval)	\$25.00
Zoning Ordinance—Change Requests	
Zoning Change	\$150.00
Zoning Fine—If construction began prior to approval	\$150.00
Variance/Conditional Use Request	\$150.00
Utility Rates	
New Connection – Water	\$900.00
New Connection – Sewer	\$725.00
Connection Charge (account service fee)	\$50.00
Delinquent Reconnection Charge	\$75.00

**	Water Testing Fee (as required by the State of MN)	\$15.22
	City Service Fee (snow, mosquito, brush, misc.)	\$4.00
	Utility Improvement Fee – Residential	\$4.50
	Utility Improvement Fee – Commercial	\$13.50
	Late Fee	\$15.00
	Meter Base	\$20.00
**	Meter Replacement	\$190.00
	Afterhours Service Call	\$75.00
	WATER	
	Base Rate (Residential & Basic Commercial) Usage under 1600	\$39.50
	Water Usage per 1000 gallons	\$3.00
	Vacancy Rate	\$15.00
	Commercial—Large Users under 50,000 gallons	\$150.00
	Commercial—Large User per gallon over 50,000	\$2.00/gal
	SEWER	
	Base Rate	\$39.50
	Commercial—Large User	\$75.00
	Commercial Large User over 50,000 gallons (water usage)	\$1.00/gal
	Vacancy Rate	\$10.00
	GARBAGE (<i>Rates set by Fuch's Sanitation</i>)	
	City Admin Fee (included in charges)	\$2.50

Upon a roll call vote the following members voted in favor: Harold Allrich, Michael Bolton, Tammy Carlsrud, Tracy Christianson and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 8th day of December, 2025.

RACHEL JOHNSON, CLERK-TREASURER

MICHAEL BOLTON, MAYOR

Also reviewed Schedule I, Administrative Citations. Christianson/Allrich-m/s/p to leave as is.

2026 BUSINESS LICENSES—Allrich/Christianson-m/s/p to approve the following business licenses for 2026—Tobacco: Lakes Community Co-Op, Twin Valley Liquor Store. Liquor: Twin Valley Liquor Store, You Betcha Bowling Center. Fundraiser/Raffle: TV Riders Club, Flom Area Lions, NCE Dollars for Scholars, Twin Valley Community Booster’s Club, 3 Gems Saddle Club, Twin Valley Trap Team. Amusement Machines: Twin Valley Liquor Store, You Betcha Bowling Center. The following business licenses were also approved pending payment, Fundraiser/Raffle: Zion Lutheran Church, St William Church, Twin Valley Lions, WRCC, TVFD, Wild Rice Peacemakers, Heritage Center, NCE Post Prom, Trinity Lutheran Church.

Christianson/Carlsrud-m/s/p to approve \$27,000 transfer of budgeted outlay funds from the General fund to the Capital Projects fund. (\$2,000 General Purchasing, \$3,000 Streets, \$20,000 Community Center, \$2,000 Wimmer Cabins.)

Christianson/Carlsrud-m/s/p to approve cashing Investment ID 63143 and 63011 for the Fire Department at maturity to reimburse Capital Projects fund for vehicle purchase. Will not be purchasing \$2,500 investment for Rescue Squad due to over spending on budgeted outlay for the year.

Council given invoice 361, dated 10/28/2010 from Lunde Blade & Gravel, LLC with request for payment. Invoice originally billed to Twin Valley Lanes, for work done at 103 Main Ave E. Council discussed and agreed the claim was too old to reasonably verify or take responsibility for. Christianson/Allrich-m/s/p to deny payment. Clerk directed to send letter to Lunde’s.

Meeting adjourned 8:39PM, Christianson/Carlsrud-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK-TREASURER

Signed: _____
MICHAEL BOLTON, MAYOR
