

AMERIPRIDE SERVICES, INC.	Operating Supplies	\$79.40
ARVIG	Telephone/Internet	\$112.21
BANKCARD CENTER	Operating Supplies	\$6.29
BUCKLE'S HARDWARE	Repairs and Maintenance	\$102.58
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$278.42
EFTPS-ONLINE	Payroll Taxes	\$690.13
FURTHER	Employee Benefit	\$37.50
MEDICA	Employee Benefit	\$1,059.04
MN AWWA	Training and Registration	\$255.00
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$96.79
MN DOR - PAYROLL TAX	Payroll Taxes	\$80.71
MN DOR - SALES & USE TAX	Sales Tax	\$195.00
NORMAN CO. AUDITOR/TREASURER	Professional Services	\$160.31
NORTHLAND TRUST SERVICES, INC.	Bond Principal and Interest	\$61,046.38
OTTERTAIL POWER CO.	Electricity	\$2,077.96
PAYROLL	Employee Wages	\$2,231.41
P.E.R.A. - SDR DIVISION	Employee Benefit	\$505.20
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$75.00
THEIN WELL CO.	Professional Services	\$275.00
TWIN VALLEY POSTMASTER	Post Office Box Rent	\$38.67
USABLE LIFE	Employee Benefit	\$20.89
VERIZON WIRELESS	Telephone/Internet	\$33.96
	WATER FUND TOTAL	\$69,609.17
A.F.L.A.C. WEST REGION	Employee Benefit	\$151.32
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$79.40
ARVIG	Telephone/Internet	\$112.20
BUCKLE'S HARDWARE	Repairs and Maintenance	\$36.27
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$131.42
EFTPS-ONLINE	Payroll Taxes	\$490.56
FURTHER	Employee Benefit	\$37.50
MEDICA	Employee Benefit	\$1,059.04
MICHAEL SCHWANKE	Reimbursement	\$45.00
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$96.79
MN DOR - PAYROLL TAX	Payroll Taxes	\$80.71
NORTHLAND TRUST SERVICES, INC.	Bond Principal and Interest	\$32,871.12
OTTERTAIL POWER CO.	Electricity	\$198.50
PAYROLL	Employee Wages	\$2,231.41
P.E.R.A. - SDR DIVISION	Employee Benefit	\$505.20
RMB ENVIRONMENTAL LABS, INC.	Professional Services	\$46.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$75.00
TWIN VALLEY POSTMASTER	Post Office Box Rent	\$38.67
USABLE LIFE	Employee Benefit	\$20.89
VERIZON WIRELESS	Telephone/Internet	\$33.96
	SEWER FUND TOTAL	\$38,340.96
FUCHS SANITATION SERVICE, INC.	Garbage Hauler	\$15,292.56
MN DOR - SALES & USE TAX	Sales Tax	\$1,403.00
	GARBAGE FUND TOTAL	\$16,695.56
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ADA BUILDING CENTER, INC.	Repairs and Maintenance	\$189.49
ARVIG	Telephone/Internet	\$215.44
BANKCARD CENTER	Operating Supplies	\$192.63
BERGSETH BROS.	Merchandise for Resale	\$7,360.15
BEVERAGE WHOLESALERS	Merchandise for Resale	\$356.60
BNG TECHNOLOGIES, LLC	POS support	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$708.98
BRETT W. GULSETH	Contracted Service	\$225.00
BUCKLE'S HARDWARE	Repairs and Maintenance	\$25.67
CITY OF TWIN VALLEY	Liquor License 2019	\$1,050.00
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$487.75
COMMUNITY CO-OPS-Lake Park	Natural Gas	\$375.48
D-S BEVERAGES	Merchandise for Resale	\$13,339.05
EFTPS-ONLINE	Payroll Taxes	\$1,454.38

GARBERG FOODS	Operating Supplies	\$111.80
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$800.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$1,102.95
HENRY'S FOODS INC.	Merchandise for Resale	\$448.08
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$1,265.75
McKINNON COMPANY, INC.	Merchandise for Resale	\$3,237.65
MEDICA	Employee Benefit	\$1,235.16
MN DOR - PAYROLL TAX	Payroll Taxes	\$222.62
MN DOR - SALES & USE TAX	Sales Tax	\$8,646.00
NATHAN FULSEBAKKE	Entertainment	\$380.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$79.75
OTTERTAIL POWER CO.	Electricity	\$691.36
PAYROLL	Employee Wages	\$5,862.28
P.E.R.A. - SDR DIVISION	Employee Benefit	\$998.21
PERHAM LINEN	Operating Supplies	\$164.50
PHILLIPS WINE & SPIRITS	Merchandise for Resale	\$3,513.34
RICK ADAMS	Entertainment	\$500.00
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,665.32
TEAM LABORATORY CHEMICAL CORP.	Operating Supplies	\$72.00
TWEETON REFRIGERATION, INC.	Repairs and Maintenance	\$439.38
TWIN VALLEY POSTMASTER	Post Office Box Rent	\$72.00
TWIN VALLEY TIMES	Advertising	\$197.80
USABLE LIFE	Employee Benefit	\$13.76
WINE MERCHANTS	Merchandise for Resale	\$388.76
	LIQUOR FUND TOTAL	\$58,317.67
	DISBURSEMENT TOTAL	\$258,312.21

NCE CAREER PATHWAYS PROGRAM—Norman County East Superintendent Rob Nudell, High School President Cass Hoseth, and School Board Member Sarah Kjono attended meeting to present to the Twin Valley City Council a prospective Career Pathways program for students. Nudell first addressed ongoing issues with the NCE Elementary School needing repairs. There have been discussions on the possibility of moving all school aged children under one roof in Twin Valley, however no decisions have been made. The School Board is still looking into the best options.

Currently, the district is working with the Dekko Foundation on a Grant to go towards the implementation of a new program that will offer four areas of special classes or training, resulting in certificates backed by the State of Minnesota in different trades. The initial four certificate programs will be Business, Construction Technology, Health Occupations, and Information Systems. The idea behind the program is to give local kids an opportunity to explore different occupational pathways before graduating high school. This program is projected to increase the work-force in our communities as well as enhance the education experience of our district youth. If this program is to succeed this will be the first in the area. All present members of the Twin Valley City Council agreed this would be a great asset for our community. ML/JP-m/s/p to formally support Norman County East in the implementation of this program. A letter of support will be prepared and submitted.

GREATER MINNESOTA MANAGEMENT, VALLEY PINES—Miriam Buchanan, Kristen Morgenroth, and Dennis Thorson attended meeting to discuss current financial issues the Valley Pines are experiencing since the closure of the Twin Valley Living Center. The Valley Pines, owned by Congregate Housing and managed by Greater Minnesota Management Company is a 20-unit HUD subsidized apartment facility. Before the TVLC closed, they shared a portion of the financial burden of the facility, including all maintenance costs. Currently 15/20 apartments are occupied. Within the building there is a community center, used for meals on wheels served by LSS, community bathrooms, as well as the Lake Agazis Regional Library. Miriam estimated MOW and LARL accounted for 1/3 of the used of the facility. These programs are not charged to use the facility and no revenue is being generated from roughly 1/3 of the property. This has caused financial strain on the center. Buchanan fears without new ideas to cut expenses or increase revenues, the center will have to close. Recently the rental units at the facility have been opened up to any low-income tenant 18 years of age and older. (Previously only 50+ was allowed.)

Members of the Twin Valley City Council questioned who was in charge of Lutheran Social Services and Meals on Wheels, suggesting the center should work with these programs for additional revenue for the space used. It was also suggested to contact the Library association for possible grant opportunities to keep the library on site. The City currently has no direct affiliation with either program. Other suggestions were to contact Otter Tail Power Company for an energy audit on the building to help cut costs. It was briefly discussed that a possibility for lack of new interested renters could be in conjunction with the age of the facility and lack of updates to units. Some units have been updated as a result of a requirement for refinancing current debt, however Morgenroth was unsure if all units were updated.

Fall expressed that the City is currently subsidizing 12 low-income housing units on the South Side of town and is not in a position of subsidize additional facilities. Buchanan agreed and stated that they were not asking the City for money directly, however they wanted to touch base to see how the City and GMM can work together to keep these facilities open. Buchanan left her contact information and will continue to work with the City on new ideas to keep the Valley Pines open.

FIRE/RESCUE—Gall reported 0 Fire calls and 5 Rescue calls since 01/01/2019. ML/JP-m/s/p to approve hiring of new volunteer Joe Diepenbrock to the Twin Valley Fire Department. JP/ML-m/s/p to approve 2018 Fire Hours of 1012 and Rescue Hours of 362. JP/ML-m/s/p to approve sending 3 Rescue Members to Fargo for trauma tactics training.

POLICE—Douville Reported 57 calls for December. Pearson questioned Douville on recent issues with theft of water at a particular property in town. Charges have already been filed.

PUBLIC WORKS—Askelson has been working with Ulteig on Water Treatment Plant Rehab project. Engineers were in to scan plant last week to make a model. Will hopefully be starting the bid process in March. Askelson and Schwanke have been working to try and get the skating rink operational, issues with the weather and melting have prevented the rink from freezing adequately. The City does have a prospect for a rink attendant should the ice become usable.

EDA/PARKS—Fall reported on the EDA/Parks meeting held prior to Council. Syverson is working on a grant from KABOOM for \$15,000.00 towards the splash park. BF/JP-m/s/p to formally support seeking grant dollars from KABOOM. Clerk will review paperwork requested from City for grant application. EDA will also be moving forward with a raffle fundraiser and is hoping to have the bidding started by 02/28/19 for the park. An additional EDA/Parks meeting was scheduled for 01/28/19 at 5:00PM in the Community Center.

LIQUOR—Skaurud reported gross sales for December of \$44,031.47 with an ATM revenue of \$306. Distributed year in financial comparison between 2017 and 2018 to council. Gross sales increased by \$30,957 in 2018. Updates/Events—Rib Night and Comedy Night went well, Bar Trivia had a good turn-out, attendance was down for new years music with Rick Adams. Looking into changing the Rib Night to a Prime Rib Sandwich or taco night to mix things up. Upcoming events—1/19 Fishing Derby, 1/25 Trivia night, 1/26 WRCC Supper, 2/9 Bonspiel with meat raffle and chili.

JP/ML-m/s/p to approve hiring Denise Rasmussen as Part-time bar tender.

Nysetvold electric is working on lighting updates and OTP rebates to switch to LED for more energy efficiency. Skaurud has been working with Boelter Landmark for design services for building a kitchen at the TVLS. Presented council with the two schematic designs for updates along with budget estimates. The proposed updates will include: exhaust system with fire protection, three compartment sink, prep tables, fryers, refrigerator stand, griddle, range, pizza table, hand sink, chef's table, storage shelving, dump sink, glass washer, drainboard, bard top and base updates, cooler complex, freight, delivery and installation. Updates will also require plumbing, electrical and general construction. Estimated cost is between \$187,200.00 and \$209,700.00. The next phase would be design development which would include scaled floor plans, preliminary mechanical, plumbing, HVAC and electrical information, note special conditions in floors (such as floor drains), and update the budget estimates for project cost. Boelter charges \$1,000.00 for each phase of the project as it is completed. JP/ML-m/s/p to continue with phase two for a better estimate of total cost.

2019 ORGANIZATIONAL BUSINESS—Council was presented with a list of necessary declarations for the 2019 FY. After review, Council Member Pearson introduced the following resolution and moved for its adoption.

RESOLUTION 2019—01

CITY OF TWIN VALLEY 2019 ORGANIZATIONAL DECLARATION RESOLUTION

WHEREAS Minnesota State Statutes require certain actions by the City of Twin Valley City Council at the annual organizational council meeting;

THEREFORE, BE IT RESOLVED that the City of Twin Valley City Council does hereby approve the following designations for the 2019 Fiscal year:

MEETINGS—Regular meetings of the Twin Valley City Council shall be held on the Second Monday of each month at 7:00 p.m. Any regular meeting, with proper public notification, may be cancelled or rescheduled by Council action.

OFFICIAL PUBLICATION—The City Council of the City of Twin Valley does hereby designate the Twin Valley Times, Twin Valley, as its official newspaper for its 2019 publications.

2019 COMMITTEE APPOINTMENTS

MAYOR -----	BEN FALL
VICE MAYOR -----	JOEL PEARSON
A. D. A./PROMOTIONS -----	BEN FALL, MICHAEL BOLTON
AIRPORT AUTHORITY -----	BEN FALL
BUDGET -----	BEN FALL, JOEL PEARSON
BUILDING COMMITTEE -----	MIKE LAMPTON, NATE DOBMEYER
E. D. A. - COUNCIL -----	MICHAEL BOLTON, BEN FALL
E. D. A. - CITIZENS -----	MARK ASKELSON, CHERI SYVERSON, DAN BUCKLE
LIQUOR -----	MICHAEL BOLTON, NATE DOBMEYER
NUISANCE ABATEMENT -----	MICHAEL BOLTON, NATE DOBMEYER
ORDINANCES -----	MIKE LAMPTON, JOEL PEARSON
PARKS - COUNCIL -----	MICHAEL BOLTON, BEN FALL
PARKS - CITIZENS -----	MARK ASKELSON, CHERI SYVERSON, DAN BUCKLE
PLANNING & ZONING -----	MICHAEL BOLTON, MIKE LAMPTON
PLANNING & ZONING - CITIZEN -----	VACANCY
PUBLIC SAFETY (FIRE/POLICE/RESCUE) -----	NATE DOBMEYER, MIKE LAMPTON
PUBLIC WORKS (PARKS/STREETS/UTILITIES) -----	MICHAEL BOLTON, JOEL PEARSON
WAGES & PERSONNEL -----	BEN FALL, JOEL PEARSON

OFFICIAL FINANCIAL DEPOSITORIES—The City Council of the City of Twin Valley does hereby designate the United Valley Bank, Twin Valley and the Mid-Minnesota Federal Credit Union, Twin Valley as official depositories of the city for the 2019 year.

OFFICIAL SIGNATORY POWERS—It is by action of the City Council of the City of Twin Valley to have three signatures on all issued written payments for claims against the City; and the signatures for the Mayor (Benjamin Fall), Vice Mayor (Joel Pearson) and City Clerk-Treasurer (Rachel Johnson) will be original signatures on all issued payments, checks issued for investments; and

The signatures of the authorize powers are further authorized to sign checks for payroll processing, payments to Federal or State agencies as required by agreement or statute; such as for payroll taxes, sales taxes, claims and invoices, authorized electronic payments to State and/or Federal agencies to meet debt obligations; and

In the event that one of the elected officials so designated as an official signatory power is incapacitated or unavailable to sign the Twin Valley City Council hereby designates council member Michael Bolton as an Emergency Signatory Official.

DESIGNATED INSURANCE AGENT OF RECORD—The City Council of the City of Twin Valley does hereby designate the Twin Valley Agency and Theresa Umphrey, as its LMCIT Insurance Agent and to approve the percent of compensation at seven and one-half percent (7.5%).

Member Lampton seconded the foregoing resolution and upon a roll call vote taken thereon the following voted in favor of said resolution: Joel Pearson, Michael Lampton, Benjamin Fall, and the following voted against: none. (Absent: Dobmeyer, Bolton) WHEREUPON said resolution for the commitment of reserves was duly adopted this 14th day of January 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

ASSIGNMENT FOR THE COMMITMENT OF CITY RESERVES—Mayor Fall introduced the following resolution to approve the Commitment of Reserves to the following areas and/or departments:

RESOLUTION 2019—02

RESOLUTION TO ASSIGN THE COMMITMENT OF THE CITY RESERVES FOR THE 2019 FISCAL YEAR

BE IT RESOLVED that the City Council of the City of Twin Valley does hereby assign and commit the following reserves and values to the designated funds.

NOW THEREFORE BE IT FURTHER RESOLVED that the following City of Twin Valley reserves be assigned and committed as follows:

ID	Description	Value
7528	GF - 25780817-7528	\$48,480.84
9192	GF - 25780812-9192	\$5,050.10
9195	2012A Util Bond (2003 Bond)	\$5,050.10
10043	GF - 26095015-10043 (original Water)	\$11,057.70
10045	GF - 25815315-10045 (Reimb/FD 91PU)	\$6,964.63
10375	GF - 25990333-10375 Budget Reserves	\$8,843.71
10388	2012A UtilRevBond - 25920414-10388	\$36,360.62
10841	LQ- # 10841 / 26025114	\$10,151.11
10984	GF Reserves - # 25780818	\$40,604.42
11400	LQ-# 26025115 (#11400)	\$13,972.20
11755	TV EDA-25922011	\$12,410.56

11811	TV EDA-25970912	\$12,352.91
11812	TV EDA-25970913	\$6,161.01
11964	GF-Fire Equip-#25815311(#11964)	\$2,987.55
12422	GF Reserves-25780820	\$20,456.02
12423	GF Reserves-25780821	\$26,126.21
12424	PW-Equip 25780822-(12mos)	\$32,073.30
12501	RSC Vehicle Fund-#25780823 (#12501)	\$842.14
12524	RSC Veh Fund-25780824	\$886.25
12538	RSC Vehicle Fund-#25780825(#12538)	\$979.52
12586	GF-26095018 (Fire Equip)-12mos.	\$1,016.14
12587	GF-Fire Equip-#26095019 @24 mos	\$1,269.08
21925	RSC Equipment Fund - #21925	\$507.55
21932	FD-Veh/Equip Fund-# 21932	\$10,562.54
22019	FD-Truck Fund-#22019	\$8,161.54
22109	FD-Truck Fund-#22109	\$8,242.63
22121	RSC Equipment Fund-#22121	\$1,913.29
22211	TVFD - Equipment Fund	\$8,064.16
22257	Fire Department Truck Fund	\$8,032.03
22301	Rescue Vehicle Fund CD #22301	\$2,669.00
62675	Parks Fund CD #62675	\$10,000.00
62713	GF - Municipal/Community Center Repairs	\$10,000.00
62714	GF - Public Works Equipment	\$20,000.00
62715	GF - Fire Department	\$6,000.00
307425471	TVLS-Building Improvement Fund	\$50,074.77
11644a	GF-25921712 (95Ponds/Sewer)	\$3,748.91

Member Lampton seconded the foregoing resolution and upon a roll call vote taken thereon the following voted in favor of said resolution: Joel Pearson, Michael Lampton, Benjamin Fall, and the following voted against: none. (Absent: Dobmeyer, Bolton) WHEREUPON said resolution for the commitment of reserves was duly adopted this 14th day of January 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

2018 YEAR-END BUSINESS—Council received a financial statement for all city funds for year end 12/31/18 as well as current indebtedness and investments. JP/ML-m/s/p to approve the Clerk's unaudited year in financials as presented.

2018 DONATIONS & MEMORIALS – Member Lampton introduced the following resolution and moved its adoption to accept the memorials and donations received in 2018.

RESOLUTION 2019-03

RESOLUTION TO ACCEPT AND EXPRESS APPRECIATION FOR THE DONATIONS AND MEMORIALS FROM THE FOLLOWING ORGANIZATIONS, INDIVIDUALS AND FAMILIES TO THE CITY OF TWIN VALLEY AND ITS DEPARTMENTS

WHEREAS, the Twin Valley City Council expresses appreciation to the following individuals, families and organizations for their generous donations towards the City; and WHEREAS the following memorials and donations were received:

WRCC	CC Sound System	\$ 350.00
Gary Cares	Fire/Rescue	\$ 200.00
Marlene Ruud Memorial	Rescue/Fire	\$ 600.00
Steve & Donna Airhart	Rescue in memory of Bernice Okeson	\$ 20.00
Twin Valley Lions	CC Sound System	\$ 100.00
Sylvia Bueng	Rescue Donation	\$ 20.00
Arlene Korsgaden	Rescue Memorial	\$ 10.00
Ann Harkins	Rescue Donation	\$ 50.00
ME Lien Est Family	Rescue Donation	\$ 1,000.00
Essentia Health	Rescue Donation	\$ 100.00
Garberg Family	Rescue Donation	\$ 20.00
Richard & Mary Lou Delaney	Rescue Donation - Harris	\$ 10.00
Richard & Mary Lou Delaney	Rescue Donation - Bruce	\$ 10.00
Rosella Manthe	Rescue Donation - Bruce	\$ 10.00
Syverson	Police Donation	\$ 5.00

Gary Cares	One Fund, Rescue & Fire	\$ 1,876.00
Greg & Becky Syverson	Memorial Gardens - Thorsen	\$ 20.00
Jill Thorsen	Rescue - Thorsen	\$ 100.00
Norman County Soybean Growers	Fire Department	\$ 150.00
Richard & Mary Lou Delaney	Rescue Donation	\$ 10.00
Arvig Communications	Parks/Recreation/EDA 'sponsorship'	\$ 500.00
American Legion	Memorial Gardens Donation - Flags	\$ 1,500.00
Gary Cares - Shock & Awe	Fire Department - Helmet Lights	\$ 612.00
Donna Wasferet	Rescue Donation	\$ 25.00
Richard & Mary Lou Delaney	Rescue Donation	\$ 10.00
Richard & Mary Lou Delaney	Rescue Donation	\$ 20.00
Richard & Mary Lou Delaney	Rescue Donation	\$ 10.00
Zion Lutheran Church WELCA	Donation	\$ 300.00
American Legion	Memorial Gardens Donation - Flags	\$ 500.00
Schmidt & Sons Inc.	Police Donation	\$ 350.00

2018 DONATION TOTAL \$ 8,488.00

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Twin Valley, Minnesota that the donations received in the amount of \$8,488.00 are accepted and acknowledged with gratitude and the specified donations and memorials will be placed with the proper department or fund reserves, and project areas. Member Pearson seconded the foregoing resolution and upon a roll call vote taken thereon the following voted in favor: Joel Pearson, Michael Lampton, Benjamin Fall, and the following voted against: none. (Absent: Dobmeyer, Bolton) **WHEREUPON** said resolution for the commitment of reserves was duly adopted this 14th day of January 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

2018 VOID/CANCELLED CHECKS—A list of all cancelled or void checks for 2018 was presented to the council for approval. BF/JP-m/s/p to approve the cancellation/void of the following check numbers: 28440, 28514, 28683, 28757, 28829, 28830, 28831, 28832, 28833, 28834, 28880, 29015, 29030, 29160, 29161, 29162, 18943L, 19338L, 19370L, 19478L, 19547L, 19674L, 19796L.

OLD BUSINESS—Special Assessments on Forfeited Properties. Council Member Pearson addressed council to request a definitive answer for how the Council will deal with the re-assessment of special assessments for properties that have been sold some the state forfeiture auction. Requested clerk research other city policies and table discussion for future meeting when more council members are in attendance. Lift Station fee of \$3.58 will have completed 12 months on utility billings in February. Council agreed to remove charge and reassess financial needs for projects as they arise.

NEW BUSINESS—BF/JP-m/s/p to approve LG230 Application to Conduct Off-Site Gambling from Turn in Poachers-Ottertail in conjunction with the Wild Rice Conservation Club Supper, 01/26/2019. JP/ML-m/s/p to approve advertising with KRJB for remaining regular season NCE basketball, twice per game for a cost of \$175.00.

FYI/OTHER—Council received copy of OTP Small Business Energy Assessment, Letter from Absolute Ice, NW Regional Development Commission Letter, and Norman County Emergency Management Press Release. Council was reminded of BOA training due in February. Council notified the City received \$1209.00 Dividend from the League of Minnesota Cities Insurance Trust.

Meeting adjourned at 9:05 PM, JP/ML-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY, FEBRUARY 11, 2019 – REGULAR MONTHLY MEETING
TWIN VALLEY MUNICIPAL CENTER – 7:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Michael Bolton, Mike Lampton, Nate Dobmeyer
OTHERS: Kerry Askelson, Mark Askelson, Jason Douville, John Gall, Lori Skaurud, Marijo Vik, Lynne Bloomingdale, Kendell Harrell, Cheri Syverson, Mike Schwanke.

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly and organizational meeting on Monday, February 11, 2019. Mayor Fall called the meeting to order at 7:00 PM.

SNOW REMOVAL—Prior to meeting the Clerk's Office and Mayor Fall received multiple complaints in regards to snow removal. Lynne Bloomingdale attended meeting to have concerns addressed in regards to property damage as a result of the City snow plow. Bloomingdale expressed concern about excessive damage to a metal fence along the boulevard. Council was given pictures of what the fence should look like and what it presently looks like. Also addressed concerns with young trees that are beginning to see damage. Council will wait until spring to assess the damages that may need attention. Mayor Fall also addressed other concerns received including snow piling on side walks and being blown onto vehicles. The Public Works department is aware of said concerns and is taking appropriate action. Askelson stressed that due to the unusual amount and frequency of snow that the department is struggling to stay ahead of the game, and is aware that the abundance of snow is creating issues around town that he feels are unavoidable.

OATH OF OFFICE Council Member Michael Bolton took the Oath of Office as presented by Mayor Fall.

ADDITIONS TO AGENDA— JP/ML-m/s/p to approve the following additions to the addenda: Post Prom Donation request from Ulen/Hitterdal, 2019 Raffle Permits PTO & FOP

MONTHLY BUSINESS

Minutes— MB/ND-m/s/p to approve minutes from 01/14/2019 Regular Meeting as presented.

Disbursements— JP/ND-m/s/p to approve claims for 01/15/2019-01/31/2019 for \$71,460.41 and 02/01/2019-02/11/2019 for \$41,742.82 and Payroll Periods 12/30/2018-01/12/2019 for \$10,511.94 and 01/13/2019-01/26/2019 for \$11,637.05 for a disbursement total of \$135,352.22.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$334.27
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$273.52
ARVIG	Telephone/Internet	\$675.76
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$10.99
BUCKLE'S HARDWARE	Repairs & Maintenance	\$174.97
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$1,852.92
DACOTAH PAPER CO.	Operating Supplies	\$209.17
DOUGLAS UMPHREY	Repairs & Maintenance	\$538.10
EFTPS-ONLINE	Payroll Taxes	\$4,498.18
FURTHER	Employee Benefit	\$931.17
GARBERG FOODS	Operating Supplies	\$22.24
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$22.18
KERRY ASKELSON	Reimbursement	\$75.40
LEAGUE OF MINNESOTA CITIES	Training & Registration	\$270.00
LEAGUE OF MN CITIES INS TRUST	Insurance	\$20,597.35
MARCO TECHNOLOGIES LLC	Contracted Service	\$37.41
MEDICA	Employee Benefit	\$2,382.75
MINNESOTA UNEMPLOYMENT INSURANCE	Insurance	\$154.27
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$580.74
MN DOR - PAYROLL TAX	Payroll Taxes	\$496.53
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Trails Grant	\$15,093.58
NORMAN COUNTY ATTORNEY'S OFFICE	Attorney	\$1,100.00
OTTERTAIL POWER CO.	Electricity	\$4,820.12
PAYROLL	Employee Wages	\$10,759.20
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,269.13
PRODUCTIVITY PLUS ACCOUNT	Repairs & Maintenance	\$142.23
SANFORD CENTER FOR LEARNING	Training & Registration	\$100.00
TACTICAL SOLUTIONS	Contracted Service	\$32.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$55.00
TWIN VALLEY TIMES	Advertising & Publishing	\$78.00
USABLE LIFE	Employee Benefit	\$21.34
VERIZON WIRELESS	Telephone/Internet	\$377.52
	GENERAL FUND TOTAL	\$69,986.04
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$60.69
ARVIG	Telephone/Internet	\$112.20
BUCKLE'S HARDWARE	Repairs & Maintenance	\$40.85
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$285.98

EFTPS-ONLINE	Payroll Taxes	\$631.41
FURTHER	Employee Benefit	\$194.26
GOPHER STATE ONE-CALL	Contracted Service	\$25.00
HAWKINS, INC.	Contracted Service	\$1,074.14
LEAGUE OF MN CITIES INS TRUST	Insurance	\$2,790.46
MEDICA	Employee Benefit	\$892.98
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$290.37
MN DEPT. OF PUBLIC SAFETY- (EPCRA)	Professional Charges	\$100.00
MN DNR ECO-WATER-RES	Professional Charges	\$176.42
MN DOR - PAYROLL TAX	Payroll Taxes	\$77.86
MN DOR - SALES & USE TAX	Sales Tax	\$86.00
OTTERTAIL POWER CO.	Electricity	\$1,964.32
PAYROLL	Employee Wages	\$2,277.32
P.E.R.A. - SDR DIVISION	Employee Benefit	\$524.93
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$34.01
	WATER FUND TOTAL	\$11,826.23
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$60.69
ARVIG	Telephone/Internet	\$112.21
BUCKLE'S HARDWARE	Repairs & Maintenance	\$67.20
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$145.93
EFTPS-ONLINE	Payroll Taxes	\$631.41
FURTHER	Employee Benefit	\$194.24
GOPHER STATE ONE-CALL	Contracted Service	\$25.00
LEAGUE OF MN CITIES INS TRUST	Insurance	\$2,221.96
MEDICA	Employee Benefit	\$892.97
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$290.37
MN DOR - PAYROLL TAX	Payroll Taxes	\$77.88
OTTERTAIL POWER CO.	Electricity	\$122.35
PAYROLL	Employee Wages	\$2,277.32
P.E.R.A. - SDR DIVISION	Employee Benefit	\$524.90
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
USABLE LIFE	Employee Benefit	\$13.58
VERIZON WIRELESS	Telephone/Internet	\$34.00
	SEWER FUND TOTAL	\$7,865.44
MN DOR - SALES & USE TAX	Sales Tax	\$673.00
	GARBAGE FUND TOTAL	\$673.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ALCOHOL/GAMBLING ENFORCEMENT	Professional Charges	\$750.00
ARVIG	Telephone/Internet	\$214.50
BANKCARD CENTER	Operating Supplies	\$122.12
BERGSETH BROS.	Merchandise for Resale	\$1,743.70
BEVERAGE WHOLESALERS	Merchandise for Resale	\$175.80
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,136.51
BUCKLE'S HARDWARE	Repairs & Maintenance	\$18.48
CASH - CITY OF TWIN VALLEY	Starter Cash	\$1,500.00
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$347.00
D-S BEVERAGES	Merchandise for Resale	\$7,400.65
EFTPS-ONLINE	Payroll Taxes	\$1,726.32
ELECTRO WATCHMAN, INC.	Contracted Service	\$159.99
FURTHER	Employee Benefit	\$100.00
GARBERG FOODS	Operating Supplies	\$211.56
HEGGIES PIZZA, LLC	Merchandise for Resale	\$496.85
HENRY'S FOODS INC.	Merchandise for Resale	\$1,381.47
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$492.80
LEAGUE OF MN CITIES INS TRUST	Insurance	\$2,497.23
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,937.40
MEDICA	Employee Benefit	\$1,275.54
MJM NYSETVOLD INC.	Repairs & Maintenance	\$1,950.13
MN DOR - PAYROLL TAX	Payroll Taxes	\$269.40
MN DOR - SALES & USE TAX	Sales Tax	\$4,097.00
OTTERTAIL POWER CO.	Electricity	\$1,277.54

PAYROLL	Employee Wages	\$6,835.15
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,256.64
PERHAM LINEN	Operating Supplies	\$82.25
PHILLIPS WINE & SPIRITS	Merchandise for Resale	\$2,188.16
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,890.34
STEVE WORNER	Entertainment	\$225.00
USABLE LIFE	Employee Benefit	\$13.90
	LIQUOR FUND TOTAL	\$45,001.51
	DISBURSEMENT TOTAL	\$135,352.22

FIRE/RESCUE—Gall reported 1 fire call and 11 rescue calls since 01/01/19. MB/ND-m/s/p to have the telephone service to the Rescue Building (584-5201) and the Fire Hall (584-5400) disconnected. Requested Clerk return all rental phones the city currently possesses to Arvig.

Gall announced that member Wayne Bekkerus has verbally resigned from the fire department after 28 years of service. The Council requested a resignation in writing and thanked Bekkerus for his years of service.

Gall presented council with request to increase current Statewide Volunteer Firefighter Retirement Plan benefit for members from \$1,000 to \$1,300. There is a current surplus in the funding and no addition funding will be required from the City to make said increase. Council Member Bolton motioned to introduce a resolution to increase the SVF benefit, seconded by Pearson the following resolution was introduced.

RESOLUTION 2019—04

A RESOLUTION OPTING TO INCREASE THE BENEFIT LEVEL FOR FIRE AND RESCUE MEMBERS WHO ARE VESTED IN THE VOLUNTARY STATEWIDE VOLUNTEER FIREFIGHTER (SVF) RETIREMENT PLAN

The City Council of the City of Twin Valley, Minnesota, does ordain:

WHEREAS, the City previously authorized the fire & rescue department to join the Voluntary Statewide Volunteer Firefighter Retirement Plan administered by the Public Employees Retirement Association (PERA); and

WHEREAS, the City requested and obtained a cost analysis of increasing the benefit level for firefighters who are vested in the Voluntary Statewide Volunteer Firefighter Retirement Plan from PERA not more than 120 days ago; and

WHEREAS, the City understands that Minnesota statute allows an increase in benefit levels if the plan is fully funded, but does not have provisions for a decrease in benefit levels; and

WHEREAS, the City highly values the contributions of City Fire Department members to the safety and wellbeing of our community and wishes to safeguard their pension investments in a prudent manner.

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

1)The City hereby approves an increase in the benefit level for members who have completed at least 20 years of good time service credit as a member of the Voluntary Statewide Volunteer Firefighter Retirement Plan administered by PERA at the \$1,300 benefit level per year of service, effective January 1, 2019; and

2)The City Clerk/Administrator and Mayor are hereby authorized to execute all documents necessary to effectuate the intent of this resolution.

Upon a roll call vote taken thereon the following voted in favor of said resolution: Joel Pearson, Michael Bolton, Michael Lampton, Nate Dobmeyer, Benjamin Fall, and the following voted against: none. WHEREUPON said resolution for the commitment of reserves was duly adopted this 11th day of February 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Gall requested City pay for embroidery in new Fire/Rescue clothing as previously done in past years. MB/JP-m/s/p to approve.

POLICE—Douville Reported 51 calls for January. Received updated directives and policies for the TV Police Department as required by the State of Minnesota. The City of Twin Valley has currently adopted 11 of the 13 policies now listed. Brief discussion in regards to whether or not the City Council was required to approve individual departmental policies by resolution. It was determined that the Council was responsible for the overseeing of all City policy. Council Member Pearson motioned to accept the policy changes as written, seconded by Lampton the following resolution was introduced. (Will take effect as of 03/01/19).

RESOLUTION 2019—05

A RESOLUTION ACCEPTING THE STATE MANDATED CHANGES TO THE CURRENT INTERNAL POLICE POLICY BOOK FOR THE CITY OF TWIN VALLEY

BE IT RESOLVED by the Twin Valley City Council that the following inter departmental police policies will be updated and/or adopted as written and accepted by the State of Minnesota:

1. Lighting Exemption of Law Enforcement Vehicles
2. Use of Force/Deadly Force
3. Supervision of Part-Time Officers
4. Response to Reports of Missing and Endangered Children
5. Predatory Offender Registration and Community Notification
6. Police Pursuits
7. Avoiding Racial Profiling
8. Domestic Abuse Arrest
9. Criminal Conduct on School Buses
10. Professional Conduct of Police Officers
11. Allegations of Misconduct
12. Procession of Property Seized for Administrative Forfeiture
13. Responding to Sexual Assaults

These policies are for internal use only and does not enlarge this department's governmental entity and/or any of this Departments officers' civil or criminal liabilities in any way. It is not to be construed as the creation of a particular standard of safety or care in an evidentiary sense, with respect to any complaint. Demand for settlement, or any other form of grievance or litigation. Violations of this directive, if substantiated, can only form the basis for intra-departmental administrative sanctions.

Upon a roll call vote taken thereon the following voted in favor of said resolution: Joel Pearson, Michael Bolton, Michael Lampton, Nate Dobmeyer, Benjamin Fall, and the following voted against: none. WHEREUPON said resolution for the commitment of reserves was duly adopted this 11th day of February 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

2014 Squad was taken in for warranty work. Additional maintenance issues were found and will be addressed.

LIQUOR—Skaurud reported gross sales for January of \$41,397.40 with an ATM revenue of \$351.00.

Updates/Events—Fishing Derby attendance was down, bar trivia had 7 teams, the WRCC supper had record attendance, there were 27 teams registered for the bonspiel tournament. Upcoming events— 2/15 Taco Night, 2/19 Day Drinking Party and Live Music with a meat raffle, 2/22 Trivia night. Skaurud will be on vacation from 2/26 thru 3/5, has mad arrangement with staff to handle duties. Nysetvold Electric has completed lighting updates. During cold spell boiled had issues which have also been repaired.

KITCHEN UPDATES—Presented council with updated budget estimate for upgrading to a bar and grill of \$193,171.00 not to include plumbing, electrical or general construction. Skaurud estimates the full project will be around \$225,000. Council discussed the City's options to pay for the project. There are reserves set aside for the Liquor Enterprise fund, however financing will also be required to maintain operating capital. Skaurud has heard many comments both positive and negative in regards to the updates. Discussed need to hire new employee to handle kitchen operations should the project progress and additional associated costs. Discussed how updates will affect the current property and dram insurance. Clerk will look into specifics. MB/ML-m/s/p to continue onto phase three of the project with Boelter Landmark to have plans finalized to begin working with contractors for bids.

PUBLIC WORKS— Askelson reported the increasing amounts of snow have started to monopolize public works employee's time. Piles are building up around town, efforts are being made to move snow around as they are able. Asked council to consider purchasing a pay loader. Council Member Bolton was adamantly against the purchase, however agreed that the current tractor will need to be upgraded. Dobmeyer suggested a larger tractor with attachment options to get more use of the machine. Askelson will look into purchase options; Clerk Johnson will review budgeted funds and current reserves as well as financing options for future meeting. If necessary, with increasing amounts of snow, Dobmeyer requested a special meeting be called to address. It was also suggested that Askelson reach out to community members who currently own larger snow removal equipment for immediate relief. Askelson was given contact information.

EDA/PARKS—Fall reported on the EDA/Parks meeting held prior to Council. Committees are still working at progressing on the splash park. Planning to holding a cash raffle in conjunction with the NCE PTO to fundraise. Bolton is working on getting bids from contractors for plumbing, electrical and concrete with current schematics. Multiple grants have been awarded at current time. Will be holding another committee meeting on Monday 2/18/19 at 6:30 PM at the TVLS. Askelson suggested if the park is going to be built in Herold Ct that the

committee look into increasing area lights—very dark in that area. MB/ML-m/s/p to approve a new accounting fund for the splash pad, Fund 616.

SPECIAL ASSESSMENT POLICY—Council received a copy of the City's special assessment policy to review in regards to previous discussion in regards to forfeited land sales and the reassessment of special assessments. Current policy reads: *Properties which have been forfeited for non-payment of taxes are subject to reassessment pursuant to Minnesota Statute 429.071. The amount of special assessments subject to reassessment is determined by a resolution of the Twin Valley City Council following the sale of the forfeited land or parcel by the Norman County Auditor. Following the sale of a tax-forfeited property, the City will conduct an assessment hearing and re-assess the amount remaining unpaid on the original assessment. The Twin Valley City Council in accordance with MN Statutes 429.061 will determine the assessment terms and conditions for the reassessing of such property including advance notice and public hearing for such.* Council engaged in heated discussion involving multiple scenarios and past practices. Discussed City fund balances, outstanding special assessment balances and the financial burden forfeited properties have on the City. Members of the Council were in agreement that all forfeited properties are different and can pose different issues in regards to the reassessment of delinquent and current special assessments. Council made no changes to current policy. At the present time there is one property sold on forfeiture in 2018, hearing will be held during the March Council meeting in regards to the reassessment of specials. New property owner will receive information and invitation to attend.

WIMMER CABINS—Addressed current vacancy of 7 out of 12 Wimmer Homes. Discussed updating the policy to allow younger tenants and increase the rent. Discussed looking into using 1-2 of the homes as short term and/or vacation rentals to bring in some revenue. Current policy only allows tenants of 50 years or older who qualify as low income under HUD guidelines. Schwanke questioned if the City had ever considered selling homes due to the lack of profitability. Current insurance valuation of each property is set at \$50,000. Council agreed that changes must be made if the City is going to continue to maintain each property. ML/JP-m/s/p to set monthly rent at \$350.00 per month and lower the allowable age of renters to 18 years of age. Current tenants will not receive a rent increase until January 2020, at which time rent will be raised \$50.00 per year until it reaches \$350.00 per month. All other policy terms and conditions will remain the same.

NEW BUSINESS— Council given a copy of the 2019 Norman County Multi-Hazard Mitigation Plan Survey to review and offer any input as necessary. Discussed City's current warning siren and need for updates.

ND/JP-m/s/p to approve Water Fund balanced budget of \$252,260.00 and Sewer Fund balanced budget of \$175,045.00 for the 2019 FY as presented.

Council declined adopting the 2019 updates to the Minnesota Basic Code of Ordinances. Fall signed notice to return to the League of Minnesota Cities.

MB/ND-m/s/p to approve sending up to 10 employees to LMCIT Loss Control training 03/27/19 in Mahanomen. The cost is \$20.00 per person.

ND/MB-m/s/p to approve 2019 raffle permit request from NCE PTO and FOP contingent upon the City receiving full applications and applicable fees.

No action taken on Ulen Hitterdal Post Prom donation request.

FYI/OTHER—Council given copy of the 2019 Loss Control Visit Summary from Senior Loss Control Consultant Joe Ingebrand. Clerk has already started to implement suggestions, including requiring all employees to submit proof of valid driver's license before operating City owned vehicles.

Fall requested to add updating the current emergency signatories of the City of Twin Valley to the March agenda.

Meeting adjourned at 9:47pm MB/JP-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

**MONDAY, MARCH 11, 2019 – REGULAR MONTHLY MEETING
TWIN VALLEY MUNICIPAL CENTER – 7:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Michael Bolton, Mike Lampton, Nate Dobmeyer

OTHERS: Kerry Askelson, Brenda Dobmeyer, John Gall, Lori Skaurud, Marijo Vik, Dan Viste, Brian Osowski, Alex Ranz, Karie Kirschbaum, Anne Nalewaja, Kendell Harrell

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly and organizational meeting on Monday, March 11, 2019. Mayor Fall called the meeting to order at 7:02 PM.

SPECIAL ASSESSMENT HEARING 32-8557000—Dan Viste appeared before the Council to request a partial forgiveness for the special assessments associated with 311 Pleasant Ave SE, purchased on the Norman County Tax Forfeiture Sale in December. At the time of forfeiture records indicated the following balances:

1007, Unpaid Utilities, \$1,635.58
7107, Watermain Replacement, \$4,399.17
9095, Sewer & Ponds, \$365.00
9607, Sanitary Sewer, \$2574.53
TOTAL \$8,974.28

Viste is currently making improvements to the property which once finished, he hopes will increase the property value of not only his property but the neighboring properties. Viste expressed interest in purchasing other tax forfeited properties in town as they become available and continuing to 'spruce' them up. Asked council if there would be any incentive for him to do such work around town. Viste mentioned he would be willing to make a donation to the local school in an amount equaling 50% of any special assessments that were abated on forfeited properties as further incentive for the City. Councilmember Bolton motioned to forgive all delinquent assessments on the property for an amount of \$3,917.00, seconded by Councilmember Dobmeyer, motion passed. Council thanked Dan for taking an interest in improving the property and the town.

ADDITIONS TO AGENDA—ND/JP-m/s/p to approve the following additions to the agenda: Moonshiners Raffle/Fundraiser Permit request, Rescue Squad Volunteer application, Dolly Parton Imagination Library, and Fraternal Order of Police Gambling Permit.

MONTHLY BUSINESS

Minutes—MB/ML-m/s/p to approve the minutes for 02/11/19 as written.

Disbursements—JP/ML-m/s/p to approve claims for 02/12/19-02/28/19 of \$63,674.06, 03/01/19 – 03/11/19 of \$33,046.38 and payroll for 01/27/19 – 02/09/19 for \$10,777.42 and 02/10/19 – 02/23/19 for \$11,595.36 for a disbursement total of \$119,093.22.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$ 360.76
AMERIPRIDE SERVICES, INC.	Operating Supply	\$ 243.35
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$ 242.76
BANKCARD CENTER	Operating Supply	\$ 444.48
BUCKLE'S HARDWARE	Repairs & Maintenance	\$ 60.38
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$ 2,544.44
DOUGLAS UMPHREY	Professional Service	\$ 186.00
EFTPS-ONLINE	Payroll Taxes	\$ 2,270.73
FURTHER	Employee Benefit	\$ 833.78
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$ 22.88
JUSTIN VOELKER	Payroll - Replacement Check	\$ 375.87
LEAGUE OF MINNESOTA CITIES	Training & Registration	\$ 80.00
LEAGUE OF MN CITIES INS TRUST	Insurance	\$ 10,933.64
MARCO TECHNOLOGIES LLC	Contracted Service	\$ 54.79
MEDICA	Employee Benefit	\$ 2,382.75
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$ 387.16
MN DOR - PAYROLL TAX	Payroll Taxes	\$ 480.67
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Trail Maintenance Grant	\$ 8,385.32
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$ 259.10
NICOLE BOE	Contracted Service	\$ 1,125.00
NORMAN COUNTY ATTORNEY'S OFFICE	Attorney Fee	\$ 550.00
NORTHERN FIRE EQUIP.SERVICE	Repairs & Maintenance	\$ 205.00
OFFICE SUPPLIES PLUS*	Office Supplies	\$ 278.73
P.E.R.A. - SDR DIVISION	Employee Benefit	\$ 3,323.79
PAYROLL	Employee Wages	\$ 11,157.87
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$ 55.00

TWIN VALLEY TIMES	Advertising/Publishing	\$ 60.42
USABLE LIFE	Employee Benefit	\$ 21.34
VERIZON WIRELESS	Telephone/Internet	\$ 202.55
	General Fund Total	\$ 47,528.56
A.F.L.A.C. WEST REGION	Employee Benefit	\$ 104.24
AMERIPRIDE SERVICES, INC.	Operating Supply	\$ 45.88
BANKCARD CENTER	Operating Supply	\$ 33.23
BUCKLE'S HARDWARE	Repairs & Maintenance	\$ 32.67
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$ 362.88
EFTPS-ONLINE	Payroll Taxes	\$ 730.43
FURTHER	Employee Benefit	\$ 215.91
HAWKINS, INC.	Professional Service	\$ 15.00
LEAGUE OF MINNESOTA CITIES	Training & Registration	\$ 10.00
LEAGUE OF MN CITIES INS TRUST	Insurance	\$ 2,437.23
MEDICA	Employee Benefit	\$ 892.98
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$ 193.58
MN DEPT. OF HEALTH	Professional Service	\$ 607.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$ 93.89
OFFICE SUPPLIES PLUS*	Office Supplies	\$ 13.30
P.E.R.A. - SDR DIVISION	Employee Benefit	\$ 583.30
PAYROLL	Employee Wages	\$ 2,584.05
SOFTLINE DATA, INC.	Professional Service	\$ 145.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$ 72.50
TWIN VALLEY TIMES	Advertising/Publishing	\$ 60.42
USABLE LIFE	Employee Benefit	\$ 13.60
VERIZON WIRELESS	Telephone/Internet	\$ 34.01
	Water Fund Total	\$ 9,281.10
A.F.L.A.C. WEST REGION	Employee Benefit	\$ 104.24
AMERIPRIDE SERVICES, INC.	Operating Supply	\$ 51.72
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$ 250.89
EFTPS-ONLINE	Payroll Taxes	\$ 730.44
FURTHER	Employee Benefit	\$ 215.90
LEAGUE OF MINNESOTA CITIES	Training & Registration	\$ 10.00
LEAGUE OF MN CITIES INS TRUST	Insurance	\$ 2,437.23
MEDICA	Employee Benefit	\$ 892.97
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$ 193.58
MN DOR - PAYROLL TAX	Payroll Taxes	\$ 93.87
OFFICE SUPPLIES PLUS*	Office Supplies	\$ 13.25
P.E.R.A. - SDR DIVISION	Employee Benefit	\$ 583.29
PAYROLL	Employee Wages	\$ 2,584.05
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$ 72.50
TWIN VALLEY TIMES	Advertising/Publishing	\$ 60.42
USABLE LIFE	Employee Benefit	\$ 13.58
VERIZON WIRELESS	Telephone/Internet	\$ 34.00
	Sewer Fund Total	\$ 8,341.93
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$ 8,974.01
NORMAN COUNTY ENVIRONMENTAL SERVICE	Professional Fee	\$ 126.00
	Garbage Fund Total	\$ 9,100.01
A.F.L.A.C. WEST REGION	Employee Benefit	\$ 31.76
BERGSETH BROS.	Merchandise for Resale	\$ 2,115.90
BEVERAGE WHOLESALERS	Merchandise for Resale	\$ 259.00
BNG TECHNOLOGIES, LLC	Contracted Service	\$ 200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$ 2,001.59
BUCKLE'S HARDWARE	Repairs & Maintenance	\$ 8.00
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$ 308.75
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$ 357.96
DACOTAH PAPER CO.	Operating Supply	\$ 425.96
D-S BEVERAGES	Merchandise for Resale	\$ 11,378.55
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$ 104.87
EFTPS-ONLINE	Payroll Taxes	\$ 1,519.91
FURTHER	Employee Benefit	\$ 148.79
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$ 634.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$ 418.70
HENRY'S FOODS INC.	Merchandise for Resale	\$ 3,185.01
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$ 768.21

LEAGUE OF MN CITIES INS TRUST	Insurance	\$ 2,479.90
LORI J. SKAURUD	Reimbursement, Entertainment	\$ 50.00
LUTHERAN MEMORIAL HOMES	Capital Outlay	\$ 275.00
MARK DUECK	Repairs & Maintenance	\$ 496.45
McKINNON COMPANY, INC.	Merchandise for Resale	\$ 3,416.20
MEDICA	Employee Benefit	\$ 1,275.54
MN DOR - PAYROLL TAX	Payroll Taxes	\$ 237.16
P.E.R.A. - SDR DIVISION	Employee Benefit	\$ 1,116.91
PAYROLL	Employee Wages	\$ 6,046.81
PEPSI-COLA **	Merchandise for Resale	\$ 162.75
PERHAM LINEN	Operating Supply	\$ 82.25
PHILLIPS WINE & SPIRITS	Merchandise for Resale	\$ 5,642.77
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$ 1,502.03
STEVE WORNER	Entertainment	\$ 225.00
TERRY MACKNER	Entertainment	\$ 400.00
TWEETON REFRIGERATION, INC.	Repairs & Maintenance	\$ 417.20
TWIN VALLEY TIMES	Advertising/Publishing	\$ 78.20
USABLE LIFE	Employee Benefit	\$ 13.90
WINE MERCHANTS	Merchandise for Resale	\$ 56.09
	Liquor Fund Total	\$ 47,841.62
	TOTAL DISBURSEMENTS	\$ 122,093.22

COMMUNITY—Brian Osowski with AMKO Advisors attended meeting on behalf of Living Options, owner of the Twin Valley Normandy and Halstad Heritage House, to discuss the possibility of refinancing the 1998 bond originally issued with the City of Twin Valley acting as a conduit. The original bond was issued in November of 1998 for \$3,175,000 to build the Normandy and Heritage House facilities. Currently the debt is \$1,800,000. Osowski explained that because Living Options was and still is a 501c3 non-profit organization they are authorized to borrow funds via municipal bonding at a tax-exempt status using the City as a conduit. Due to increasing interest rates and other financial stressors, Living Options has reached out to AMKO for financial advice. Councilmember Bolton expressed a low level of trust for the Living Options Company after the abrupt closure of the Twin Valley Living Center in the Fall of 2018. Questioned what would happen in the future if Living Options was no longer able to make any payment towards the outstanding debt. Osowski assured the Council, should they be willing to entertain refinancing said bond, there would be no financial obligation on the City of Twin Valley. Councilmember Lampton suggested that Living Options should have explored this idea in 2010 at the bonds first call date. It was questioned how refinancing this bond as a conduit would affect the City's bond rating. Osowski stated the only affect the City should see is the possibility of the bond being listed in the City audit. Pearson questioned why Living Options was asking Twin Valley and not Halstad. Osowski stated that Halstad would be an option, however because Twin Valley was the original conduit that was their first option to explore. Councilmember Bolton expressed that he would entertain refinancing this bond as the Normandy is still open and a part of the Twin Valley Community. Pearson agreed, so long as there would be absolutely no financial responsibly, now or in the future, on the City. There was brief discussion on the City's current bond counsel if any, as well as the need for a legal review of any document before it was accepted. Council was in agreement that they would entertain being a conduit to refinance the debt. Osowski will have a resolution drafted to begin the process of refinancing this bond and bring to the City Clerk before the next Council meeting.

FIRE/RESCUE—Gall reported 1 fire call and 5 rescue calls since 02/11/19. Presented Council with letter of resignation from Wayne Bekkerus. ML/ND-m/s/p to accept resignation and thank Wayne again for his service. Councilmember Bolton asked Gall if the Fire/Rescue Volunteers would be willing to donate their time to serve at a fundraiser for the splash pad in the future. Gall and Dobmeyer were on board. Dobmeyer requested the Council approve hiring Dan Wilsey as volunteer rescue member. ND/JP-m/s/p to approve contingent on a clear background check. Dobmeyer also requested reimbursement for Dan for rescue training paid for out of pocket. Dobmeyer will send an invoice to clerk for records.

POLICE—Douville was unable to attend meeting. Clerk disbursed February Police Report to Council.

WATER TREATMENT PLANT—Alex Ranz with Ulteig Engineering updated Council on progression on PFA application for the rehabilitation of the Water Treatment Plant. Ranz and Johnson have been working together to complete. Ranz hopes to have the design stage completed and the application submitted by Friday 3/15/19. The deadline for submission is 03/28/19. Next steps will be going out for bids, typically the PFA application process takes one month, after that point the City will find out how much funding will be grant funding and how much will be loan funding. Ranz believes the full construction process will take up to one year, with everything finalized by July of 2020. A process has already been established to continue to treat the water while the plant is under construction.

Councilmember Dobmeyer motioned to authorize the application to the Minnesota Public Facilities Authority, seconded by Bolton the following resolution was introduced.

RESOLUTION 2019—06
RESOLUTION TO AUTHORIZE APPLICATION TO THE MINNESOTA PUBLIC FACILITIES AUTHORITY

BE IT RESOLVED that the City of Twin Valley is hereby applying to the Minnesota Public Facilities Authority for a loan from the Drinking Water Revolving Fund for improvements to its drinking water system as described in the loan application.

BE IT FURTHER RESOLVED that the City of Twin Valley estimates the loan amount to be \$1,094,250 or the as-bid cost of the project.

BE IT FURTHER RESOLVED that the City of Twin Valley has the legal authority to apply for the loan, and the financial, technical, and managerial capacity to repay the loan and ensure proper construction, operation and maintenance of the project for its design life.

BE IT FURTHER RESOLVED that the City of Twin Valley hereby expresses its official intent to use proceeds of this loan to reimburse construction expenditures made prior to the issuance of its general obligation bond to the Public Facilities Authority.

Upon a roll call vote taken thereon the following voted in favor of said resolution: Joel Pearson, Michael Bolton, Michael Lampton, Nate Dobmeyer, Benjamin Fall, and the following voted against: none. **WHEREUPON** said resolution for the commitment of reserves was duly adopted this 11th day of March 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

PUBLIC WORKS—As requested, Askelson presented the Council with quotes to purchase a tractor, primarily to aid in snow removal. Quotes received as follows:

Dealer	Unit	Unit Cost	Tractor	Loader
Titan Machinery	CASE IH FARM 120C	\$ 72,600.00	\$ 66,333.48	\$ 6,266.52
Evergreen Implement	JOHN DEERE 6120E	\$ 81,000.00	\$ 73,350.00	\$ 7,650.00
RDO Equipment Co.	JOHN DEERE 6120E	\$ 76,322.08	\$ 69,745.33	\$ 6,576.75
RDO Equipment Co.	JOHN DEERE 6120E (24 speed)	\$ 77,314.80	\$ 70,738.05	\$ 6,576.75
RDO Equipment Co.	JOHN DEERE 6135E (with grapple)	\$ 82,686.60	\$ 74,459.08	\$ 8,227.52

Clerk Johnson also provided Council with copies of current financial status, investments, budgeted funds for public works equipment as well as equipment leasing quotes from CapFirst, Kinetic Leasing, and Tax-Exempt Leasing Corp for their reference.

Pearson questioned the departments current needs; asked if the department can wait for spring auctions on used equipment. Discussion in regards to bucket size on current tractor and new options being relatively similar. Mayor Fall suggested purchasing a payload, or more snow specific machine. Fall has spoken with other cities and companies in regards to the difference in purchasing an agricultural tractor for snow removal verses an industrial tractor and believes the best option may be more industrial if the main use will be snow removal. Dobmeyer and Bolton were in agreement that purchasing a tractor with multiple attachment options would be the most financially responsible decision as then the equipment would be available for use year-round. There was discussion in regards to leasing options through CAT. Councilmember Bolton expressed his opinion that the City should purchase a new tractor, over the leasing options, and maintain the equipment for its lifespan. Brief discussion on contracting with other snow removal companies instead of purchasing equipment. The City has currently utilized both Snow Dog Snow Removal and Visser Trenching to help clear snow on an as-needed basis. Councilmember Pearson motioned to finish this year as is and bring options back for purchasing a tractor and all useful attachments (mower, blade, larger snow-bucket, pusher etc.) so the Council can see the full picture of the cost. Councilmember Lampton seconded the motion, motion passed.

EDA/PARKS— Fall reported on EDA/Parks meeting; the committees discussed a possible resurrection of the kiddie pond and expanding the camping area at Heiberg park. Committees are still progressing on plans for the splash pad, they have partnered with the Fraternal Order of Police to hold a cash raffle. BF/ND-m/s/p to approve the LG220 gambling permit for the F.O.P to conduct raffle in Twin Valley at our facilities.

Karie Kirschbaum and Anne Nalewaja attended meeting to discuss a grant opportunity to develop the land recently purchased at Heiberg Park West. Kirschbaum and Nalewaja are working to apply through the DNR for the Regional Trail Program 2019 Grant to construct new trails, which will be handicap accessible, for horseback riding, ATV use, hiking, biking, skiing, etc. Further plans will also include making improvements in the accessibility of existing areas of the park such as picnic areas, camping and fishing areas for individuals who may have difficulties or disabilities that limit their access to these areas. Any funds received require a 25% match which can include 'in-kind' labor. Councilmember Bolton motioned to fully support the application for grant funds through the DNR to make improvements to Heiberg Park and to commit up to \$40,000 in matching funds and/or in-kind

labor towards the project. Motion was seconded by Councilmember Dobmeyer and the following resolution was introduced.

RESOLUTION 2019—07
RESOLUTION SUPPORTING THE APPLICATION TO THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES REGIONAL TRAIL PROGRAM

WHEREAS, the City of Twin Valley supports the grant application made to the Minnesota Department of Natural Resources for the Regional Trail Program. The application is to construct new trails through the Heiberg Park Recreational Area, located in Twin Valley, Minnesota, and

WHEREAS, the City of Twin Valley will commit to secure \$40,000 in non-state matching funds and/or in-kind labor for this project.

NOW, THEREFORE BE IT RESOLVED, if the City of Twin Valley is awarded a grant by the Minnesota Department of Natural resources, the City of Twin Valley agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project. The City of Twin Valley will comply with all applicable laws, environmental requirement and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Regional Trail Grant Manual and certifies it will report any actual, potential, perceived, or organizational conflicts of interest upon discover to the State related to the application or grant award.

BE IT FURTHER RESOLVED, the City Council of the City of Twin Valley names the fiscal agent for the City of Twin Valley for this project as:

Rachel Johnson
Twin Valley City Clerk-Treasurer
107 Second St SW, PO Box 307
Twin Valley, MN 56584

BE IT FURTHER RESOLVED, the City of Twin Valley hereby assures the Heiberg Park Recreational area trails will be maintained for a period of no less than 20 years.

Upon a roll call vote taken thereon the following voted in favor of said resolution: Joel Pearson, Michael Bolton, Michael Lampton, Nate Dobmeyer, Benjamin Fall, and the following voted against: none. **WHEREUPON** said resolution for the commitment of reserves was duly adopted this 11th day of March 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Clerk Johnson will work with Kirschbaum and Nalewaja to complete grant application and seek support from community groups for the project.

LIQUOR—Skaurud reported gross sales for January of \$41,397.40 with an ATM revenue of \$255.00. Updates/Events—Taco Tuesday, Cabin Fever had a decent crowd, Trivia Night 8 teams (+1): Considering moving to a week night this summer, possibly outside. Upcoming events – Community Club meeting 3/13, St Patrick’s Day Party 3/16, Bar Olympics 3/23 with 6 events, Trivia night 3/29. Skaurud has begun the first quarter inventory. Recently made repairs to the Merrychef for a bad blower motor. Requested approval to attend the MMBA Conference 27-30 of April for \$310.00, as well as the Breakthru Beverage Tradeshow in Brainerd 3/21. Council approved. Kitchen updates—Skaurud presented the final plans for the renovation of the Liquor store to add a kitchen as drafted by Bolter, Stage III at a cost of \$1,000 for final plans. Discussion on possible grants that may be available, received a website suggestion from a member of the MMBA to check on. Fall addressed concern that it may be too late to apply for grants. Council reviewed prints for any changes requested, council agreed the prints look good as is. There was discussion on heating and cooling needs with the addition. Next step will be to advertise for bids. It was suggested to advertise in the local news paper as well as on Facebook to reach more possible contractors.

NEW BUSINESS—Council discussed adding additional emergency signatory in the event that Clerk Johnson is unable to perform duties, such as payroll, claims, etc. Councilmember Dobmeyer motioned to amend the 2019—01 Organizational Resolution to include Deanne Peterick (Utility Clerk) as an emergency signer for Clerk Johnson. Seconded by Councilmember Pearson the following resolution was introduced.

RESOLUTION 2019—08
A RESOLUTION TO AMEND THE 2019 ORGANIZATIONAL RESOLUTION 2019—01 AS PERTAINS TO THE DESIGNATED SIGNATORY POWERS.

WHEREAS it is by action of the City Council of the City of Twin Valley to have three signatures on all issued written payments for claims against the City; and the signatures for the Mayor (Benjamin Fall), Vice Mayor (Joel Pearson) and City Clerk-Treasurer (Rachel Johnson) will be original signatures on all issued payments, checks issued for investments; and

The signatures of the authorize powers are further authorized to sign checks for payroll processing, payments to Federal or State agencies as required by agreement or statute; such as for payroll taxes, sales taxes, claims and invoices, authorized electronic payments to State and/or Federal agencies to meet debt obligations; and

In the event that one of the elected officials so designated as an official signatory power is incapacitated or unavailable to sign the Twin Valley City Council hereby designates council member Michael Bolton as an Emergency Signatory Official.

**In the event that the City Clerk-Treasurer is incapacitated or otherwise unavailable to sign on behalf of the City of Twin Valley, the City Council hereby designates Utility Clerk Deanne Peterick as her Emergency Signatory.

BE IT RESOLVED that the Twin Valley City Council does hereby approve the foregoing amendment to Resolution 2019—01 to add additional emergency signatory. Upon a roll call vote taken thereon the following voted in favor of said resolution: Joel Pearson, Michael Bolton, Michael Lampton, Nate Dobmeyer, Benjamin Fall, and the following voted against: none. **WHEREUPON** said resolution for the commitment of reserves was duly adopted this 11th day of March 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

NEW BUSINESS CONT'D—Request from the Twin Valley Times for the Signature Ad Sign up for \$175.00. ND/MB-m/s/p.
ND/ML-m/s/p to approve raffle/fundraiser 2019 business permit for the Moonshiners Snowmobile club. Discussed request for donation from Gary Cares towards the local implementation of a Dolly Parton Imagination Library. Council requested more information on the program for future meeting.

FYI/OTHER—Clerk reminded Council Clerk’s office will be closed 03/27/19 for loss control training.

Meeting adjourned 9:26 PM ND/ML-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY, APRIL 8, 2019 – REGULAR MONTHLY MEETING
TWIN VALLEY MUNICIPAL CENTER – 7:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Michael Bolton, Mike Lampton, Nate Dobmeyer
OTHERS: Garry Johanson, Lori Skaurud, Jason Douville, Mark Askelson, Kendell Harrell

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, April 8, 2019. Mayor Fall called the meeting to order at 7:01 PM.

ADDITIONS TO AGENDA—ND/ML-m/s/p to approve two additions to the agenda: Advertising request from KRJB & Request for peddler/vendor permit from Top Hawg.

MONTHLY BUISNESS

Minutes—JP/ND-m/s/p to approve the minutes from 03/11/19 regular meeting as written.

Disbursements—MB/ML-m/s/p to approve claims for 03/12/19 through 03/31/19 for \$61,227.96 and 04/01/19 through 04/08/19 for \$42,016.63 as well as payroll for 02/24/19 through 03/09/19 for \$10,015.56 and 03/10/19 – 03/23/19 for \$11,838.27 for a disbursement total of \$125,098.42.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee benefit	\$360.76
ADA BUILDING CENTER, INC.	Repairs & Maintenance	\$29.99
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$259.20
ARVIG	Telephone/Internet	\$1,125.12

BANKCARD CENTER	Operating Supplies	\$401.93
BOUND TREE MEDICAL LLC	Operating Supplies	\$727.95
BRENDA DOBMEYER	Travel Reimbursement	\$81.20
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$2,773.47
DAN WILSEY	Training Reimbursement	\$400.00
DEANNE PETERICK	Travel Reimbursement	\$29.00
EFTPS-ONLINE	Payroll Taxes	\$2,277.96
FURTHER	Employee benefit	\$722.18
GARBERG FOODS	Operating Supplies	\$129.68
JOHN GALL	Supplies & Travel Reimbursement	\$194.96
MARCO TECHNOLOGIES LLC	Copy Machine Contract	\$37.41
MARK DUECK	Repairs & Maintenance	\$971.77
MEDICA	Employee benefit	\$2,382.75
MJM NYSETVOLD INC.	LED Retrofit	\$3,804.56
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$387.16
MN DOR - PAYROLL TAX	Payroll Taxes	\$485.46
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Trails Maintenance	\$18,841.87
NANCY CROMPTON, OWNER	Professional Service - FD Gear	\$491.00
NORMAN CO. AUDITOR/TREASURER	Taxes	\$1,511.00
NORMAN COUNTY ATTORNEY'S OFFICE	Attorney	\$550.00
OFFICE SUPPLIES PLUS*	Office Supplies	\$121.61
OTTERTAIL POWER CO.	Electricity	\$8,140.01
P.E.R.A. - SDR DIVISION	Employee benefit	\$3,271.24
PAYROLL	Employee Wages	\$11,200.45
TD AMERITRADE TRUST COMPANY	Employee benefit	\$55.00
TWIN VALLEY TIMES	Advertising	\$175.00
USABLE LIFE	Employee benefit	\$21.34
VERIZON WIRELESS	Telephone/Internet	\$202.52
VISSER TRENCHING, INC.	Snow Removal	\$3,487.50
WILLIAM R. WAGNER	Contracted Service	\$575.00
	General Fund Total	\$66,226.05
A.F.L.A.C. WEST REGION	Employee benefit	\$104.24
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$61.01
ARVIG	Telephone/Internet	\$224.33
BANKCARD CENTER	Operating Supplies	\$16.38
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$376.99
EFTPS-ONLINE	Payroll Taxes	\$662.29
FURTHER	Employee benefit	\$183.21
GARBERG FOODS	Operating Supplies	\$7.61
HAWKINS, INC.	Professional Services	\$696.59
MEDICA	Employee benefit	\$892.98
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$193.58
MN DEPT. OF HEALTH	Professional Fee	\$250.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$83.42
MN DOR - SALES & USE TAX	Sales Tax	\$78.00
MN RURAL WATER ASSN.	Dues & Subscriptions	\$361.60
NORMAN CO. AUDITOR/TREASURER	Taxes	\$37.50
OFFICE SUPPLIES PLUS*	Office Supplies	\$12.98
OTTERTAIL POWER CO.	Electricity	\$3,369.06
P.E.R.A. - SDR DIVISION	Employee benefit	\$541.65
PAYROLL	Employee Wages	\$2,361.76
TD AMERITRADE TRUST COMPANY	Employee benefit	\$72.50
USABLE LIFE	Employee benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$34.00
	Water Fund Total	\$10,635.28
A.F.L.A.C. WEST REGION	Employee benefit	\$104.24
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$61.01
ARVIG	Telephone/Internet	\$224.34
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$222.75
EFTPS-ONLINE	Payroll Taxes	\$662.30
FURTHER	Employee benefit	\$183.20
GARBERG FOODS	Operating Supplies	\$5.03
MEDICA	Employee benefit	\$892.97
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$193.58
MN DOR - PAYROLL TAX	Payroll Taxes	\$83.41

NORMAN CO. AUDITOR/TREASURER	Taxes	\$37.50
OTTERTAIL POWER CO.	Electricity	\$209.01
PAYROLL	Employee Wages	\$2,361.76
P.E.R.A. - SDR DIVISION	Employee benefit	\$541.65
RMB ENVIRONMENTAL LABS, INC.	Professional Services	\$46.00
TD AMERITRADE TRUST COMPANY	Employee benefit	\$72.50
USABLE LIFE	Employee benefit	\$13.58
VERIZON WIRELESS	Telephone/Internet	\$34.00
	Sewer Fund Total	\$5,948.83
MN DOR - SALES & USE TAX	Sales Tax	\$596.00
	Garbage Fund Total	\$596.00
A.F.L.A.C. WEST REGION	Employee benefit	\$31.76
ARTISAN BEER COMPANY	Merchandise for resale	\$26.70
ARVIG	Telephone/Internet	\$429.29
BANKCARD CENTER	Operating Supplies	\$305.44
BERGSETH BROS.	Merchandise for resale	\$3,710.70
BNG TECHNOLOGIES, LLC	POS Contract	\$200.00
BOELTER LANDMARK	Professional Services	\$3,000.00
COMMUNITY CO-OPS-Lake Park	Natural Gas	\$342.47
D-S BEVERAGES	Merchandise for resale	\$1,365.20
EFTPS-ONLINE	Payroll Taxes	\$1,450.10
ERIC J. REITAN	Entertainment	\$350.00
FURTHER	Employee benefit	\$115.79
GARBERG FOODS	Operating Supplies	\$118.94
GENERAL PARTS LLC	Repairs & Maintenance	\$1,730.78
GREAT NORTH PIZZA CO., LLP.	Merchandise for resale	\$192.00
HEGGIES PIZZA, LLC	Merchandise for resale	\$274.95
HENRY'S FOODS INC.	Merchandise for resale	\$548.54
ILLINOIS CASUALTY COMPANY	Dram Shop Insurance	\$4,404.00
JOHNSON BROS. LQ-ST.PAUL	Merchandise for resale	\$500.03
McKINNON COMPANY, INC.	Merchandise for resale	\$996.70
MEDICA	Employee benefit	\$1,275.54
MN DOR - PAYROLL TAX	Payroll Taxes	\$219.51
MN DOR - SALES & USE TAX	Sales Tax	\$7,154.00
MN LICENSED BEVERAGE ASSN.	Membership Renewal	\$360.00
MN MUNICIPAL BEVERAGE ASSN.	Training & Registration	\$310.00
NORMAN CO. AUDITOR/TREASURER	Taxes	\$262.00
OFFICE SUPPLIES PLUS*	Office Supplies	\$47.29
OTTERTAIL POWER CO.	Electricity	\$1,879.03
PAYROLL	Employee Wages	\$5,929.86
P.E.R.A. - SDR DIVISION	Employee benefit	\$1,089.83
PEPSI-COLA **	Merchandise for resale	\$168.74
PERHAM LINEN	Operating Supplies	\$122.68
PHILLIPS WINE & SPIRITS	Merchandise for resale	\$2,032.32
RCB COLLECTIONS INC	Contracted Service	\$35.00
SOUTHERN GLAZER'S OF MN*	Merchandise for resale	\$637.08
USABLE LIFE	Employee benefit	\$13.90
WINE MERCHANTS	Merchandise for resale	\$62.09
	Liquor Fund Total	\$41,692.26
	TOTAL	\$125,098.42

COMMUNITY—Garry Johanson, Norman County Emergency Manager and Flood Coordinator, updated the Council on current flood management in place for the spring thaw. Currently the City of Twin Valley has minimal to no flooding. Much of the flooding in Norman County is taking place on the western portion of the county. Multiple roads are underwater at this time, with more expected to be covered shortly. Norman County as a whole has already declared a State of Emergency.

The Wild Rice River flooded into Heiberg Park West as of Sunday evening. Once that water recedes City staff will assess if there is any damage to the park infrastructure and area. Staff and Council will keep track of all hours spent monitoring or working on flooding issues to report a final cost as a result of flooding to Johanson.

Johanson estimates there are already costs in Norman County amounting to more than \$200,000, which qualifies all Cities in Norman County for State Aid of 75%. If there is Statewide damage of more than \$7.9 million then FEMA will cover 75% of costs and the State will cover the other 25%.

Briefly mentioned, the ongoing project to update the Norman County Hazard Mitigation plan. Johanson will return to the Council in roughly one month with a member from the University of Duluth to present the draft for approval. Thanked the City for completing survey in a timely manner.

MAYOR—Has received a few calls in regards to the Liquor Store improvements to discuss. Did also visit Heiberg Park to review the flood waters—unsure of the amount of damage that may occur from flooding at this time.

FIRE/RESCUE—Lampton reported 3 rescue calls and 0 fire calls since last meeting.

POLICE—Douville reported 53 fire calls for March. The Minnesota Pollution Control Agency has reached out to the Twin Valley Police Department in regards to receiving a free pharmaceutical drop off bin. The bin would need to be located in the Municipal Center, as the police department is not actively staffed with office hours. The bin would also need to be bolted down and secured with a DVR camera system at the City’s expense. The Council agreed that the City does not need this unit. The Norman County Sheriff’s Department currently has a portable unit that they are willing to lend as needed.

The Twin Valley Police Department will be hosting a Drug Take-Back event during the pet clinic on 5/14/19 from 5PM until 7PM in the Twin Valley Fire Hall. Dobmeyer requested it be noted that prescriptions are not to be disposed of via City Sewer or Private Septic; citizens that are unable to make it to the drug takeback event but would like to dispose of old prescriptions are instead encourage to make arrangements with Douville.

Douville has also recently created a Police Department Facebook page to raise awareness of current events.

Dobmeyer suggested the Twin Valley Times get the word out.

During the current local flooding in Norman County, Douville requested to offer services to Norman County to help take calls on the East side if needed. Council had no objections, asked that Douville just track all hours/miles/etc.

City Cleanup day is scheduled for April 25th. It was discussed that the City is aware this date falls inconveniently early in the Spring Season, however, the City is unable to schedule a later date with the contracted garbage hauler at this time. The Nuisance Committee (Bolton & Dobmeyer) will review properties in town prior to this date to have the Clerk/Douville send letters to have any issues addressed.

PUBLIC WORKS—Askelson was unable to attend meeting. Mayor Fall addressed concerns with calls in regards to frozen water lines. Reviewed current City policy and procedures (as acquired from Minnesota Rural Water Association). Home owners are responsible for water & sewer lines from the house connection to the main, with the exception of the City curb stop/saddle. Discussed issues Council Member Lampton has experienced with his Sewer freezing up. Sewer lines were replaced within 5 years and issues persist. He will be working with Askelson at a later date to see if anything can be done about his infrastructure freezing at the connection to the main, possibly due to the shallow location under Main Ave and proximity to the man hole.

The homeowner’s that contacted Fall were not in attendance to discuss or make request of the City in regards to issues with frozen water. Allegedly, after two failed attempts at thawing the lines by contractors, said homeowner waited 13 days to get water after which point, they connected to the neighbor’s water. Fall expressed he was unsure if there was miscommunication between the homeowners and the City as to the length of time water was unavailable, but feels that the City should make it a priority to resolve issues in a timelier fashion. Unsure of what the next steps will need to be as the ground thaws out until he is able to speak with Askelson.

Brief discussion on costs associated with thawing frozen lines. Fall suggested the policy wasn’t followed in the past as the city paid ½ of citizens bills. (In 2014, citizens were encouraged to have the City test their water to ensure temperatures were above 39 degrees, and if not, to run water and receive a discounted rate. Multiple homes had issues with freezing water and at a special meeting the City did agree to help with costs associated with the thawing of lines.) Fall stated the City will consider requests should they arise.

Council was presented with a list of the following delinquent utility billings to be assessed towards property taxes with the County.

32-8364000	Kim Fox, Mainstreet Bar	112 Main Ave W	\$228.86
32-8366000	Kim Fox, Mainstreet Rest.	112 Main Ave W	\$228.86
32-8542000	Neil Wiger	103 1 st St SE	\$188.74
32-8679000	Virgil Prestegord Est.	611 Pleasant Ave SE	\$173.74
32-8681000	James Orre Est.	400 Main Ave E	\$173.74
32-8328000	Richard Gillispie	304 Lincoln Ave NW	\$545.90
32-8483000	Brent Philippy	207 Pleasant Ave SW	\$785.10
32-8412000	Jodi L. Garza, Bowling Alley	109 Main Ave W	\$779.49
32-8414000	Jodi L. Garza, Bowling Alley	111 Main Ave W	\$779.49
32-8526000	Jodi L. Garza	107 Hanson Ave SW	\$627.42
32-8505000	Jodi L. Garza	100 Hanson Ave SW	\$188.74
TOTAL Delinquent Charges			\$4700.08

Mayor Fall stated that the charges that are being assessed are the same that the Council has been discussing in regards to forfeited properties after they are sold. Council discussed if changes should be made to the way that properties are billed when the homeowner is deceased, such as the vacancy rate and late charges for unpaid

utilities. Fall suggested that City staff watch for probate notification of deceased homeowners to bring forward a claim. Bolton clarified current disconnection policy in regards to the vacancy rate, that in order for billing to cease, the home must be physically disconnected from the water main, not just turned off at the curb stop. MB/ND-m/s/p to approve assessing all above charges to the County as requested.

EDA/PARKS—Fall reported on regular EDA/Parks meeting held prior to Council Meeting. Discussed Splash Pad grants and fundraising progress. Looking towards purchasing equipment for a total cost of \$52,811. This includes shipping and a two-day operation training. To order, a 25% down payment must be made which would equal \$13,203.00. \$45,000-\$50,000 has already been committed towards the project in grants. The City has received \$3,400 in donations prior to meeting. Discussion on ground work and prep work needed prior to installation of equipment and the need for a mechanical room to house equipment. The end goal is to have a facility that will house the mechanical equipment, a bathroom, and a meeting room. The hope is to find volunteers to erect a building this summer/fall and tackle the plumbing, electrical, interior etc. as the funds are available. Eventually the EDA/Parks Committees are planning to move the Skating Rink and Warming house to the same area as the splash pad. Mayor Fall made a motion to order the equipment for the splash pad and pay the 25% down payment fee of \$13,203. No members of the council moved to second the motion. Dobmeyer questioned where the funds will immediately come out of. Fall again addressed the funds that have been committed towards the project. Discussed the budget funds the City hopes to contribute. ND/JP-m/s/p to approve spending \$13,203.00 and ordering equipment as designed. Mayor fall requested approval from the council to pay \$75.00 for an annual membership to Visitriverland.org. JP/ML-m/s/p to approve.

LIQUOR—Skaurud reported gross sales for March of \$41,781.51 with and ATM revenue of \$330.00. Events Update—St. Patrick's Day Music was great; artist (Terry Mackner) is unfortunately booked for Town & Country Days this year and for 2020. Suggestion to move the T&C Days music for 2020 to Friday Night, no decisions made at this time. Will be having Whiskey Creek Band for Saturday 7/20/19. Bar Olympics had 6 participants; Trivia had 8 teams; Pool tournament had 8 players. Upcoming Events—4/20 Meet raffle and live music, 4/26 Trivia Night. Skaurud has completed 1st quarter inventory, invited liquor committee to stop by. ND/JP-m/s/p to approve hiring part time bar tender Maribel Rosales. Background check was already complete and clear. Douville requested all background checks be completed prior to new employee start date.

Kitchen Updates—Discussion on heating plans in conjunction with kitchen renovation. Skaurud spoke with Mark Dueck from Northwest Heating prior to meeting, who suggested that if the Liquor Store is planning to make upgrades then it might be a good idea to completely remove currently boiler system and replace, a project that may prove costly. Council Member Dobmeyer expressed unease at increasing cost of upgrades, he feels \$300,000 is too great of an expense for an added kitchen. The rest of the Council was in agreement. Brief discussion on alternate ideas for renovations such as a non-vented grill and auto fryer option or bringing in food trucks. Multiple members of the Council voiced opinions that the Liquor Store needs to make updates and additions to add food to the menu in some form to continue to keep the Liquor Store as a viable business for the next 10-15 years.

Mayor Fall has received many comments in regards to the Liquor Store updates and the empty Classic Diner Building. Current property owner, David Wilson, had requested to attend meeting and be placed on the agenda, however Wilson made no appearance. Fall has expressed that the City does not own the diner building at this time and the Council does not feel that it would be feasible, or in the best interest of the City of Twin Valley (as a business) to maintain, update, and staff another building. Dobmeyer noted that this is not to say the City of Twin Valley wouldn't encourage a private individual to open a dining establishment, however, the main concern for the City at this time is to keep business that are already owned viable.

It was agreed there would be no decision to cease current plans to renovate until after the total cost of the project was in hand. Advertisement for bids for kitchen upgrades have been published in the Twin Valley Times as well as on Facebook. The original opening date for bids was set for April 29th, however Skaurud has a scheduling conflict. The new meeting date will be set for 05/01/19 at 5:30 pm for the purpose of reviewing bids as requested.

NEW BUSINESS—MB/JP-m/s/p to approve \$50.00 towards Rider's Club for advertising at the arena. MB/JP-m/s/p to approve \$50.00 donation towards the Wild Rice Peace Makers as a sponsorship for their Memorial Weekend shoot. MB/ND-m/s/p to renew membership with the Mudslinger's ATV club for \$50.00. ND/ML-m/s/p to donate \$50.00 worth of Community Boost Bucks to the Norman County East Post Prom Committee. MB/ND-m/s/p to approve 2019 fundraiser/raffle permit for the Norman County East Trap Club. ND/JP-m/s/p to approve request from Top Hawg for a 2019 Commercial License/Peddler's Permit for a mobile food stand. ND/JP-m/s/p to approve \$265.00 worth of advertising with KRJB for the NCE UH Spring Sports. ND/MB-m/s/p to approve \$210.00 towards 30 advertisements during Norman County Community Days through KRJB.

FINANCIALS—At the request of Mayor Fall, Clerk Johnson reviewed all current City Accounting Funds and made suggestion to consolidate old funds that have not been touched since her employment began, or prior. Requested to combine 2002 Sewer Replacement fund and 2003 GO Refunding Bond into a new fund for the 2012A Refunding bond, move the 2006-07 W/S Improvement Project Fund into a 2013A Refunding Bond Fund, Consolidate the General Capital Projects fund and the City Improvement Fund, and absorb the DWI Special Fund

negative balance of -.22 and the General Trust Special Account of \$1,369.67 into the General Fund. ML/JP-m/s/p to approve interfund transfers.

L.E.D STREET LIGHTING—Council was presented with information in regards to upgrading all City owned street lighting to L.E.D. Council Member Bolton contacted Otter Tail Power Company Energy Management to discuss cost savings and possible rebates associated with the switch. The City currently owns 33 lights along Highway 32 and Main Street. Decorative lights were installed along Main Street in the late 1990’s, the cost to replace these fixtures with similar decorative LED fixtures would be \$1,166.67 per head. The cost to replace standard lighting heads would be \$322.22 per unit. Preliminary energy cost savings by switching to LED would be \$2,749 annually, with an estimated rebate from Otter Tail Power Company of \$2,532. Fall suggested the City contact MN DOT in regards to the lighting along Highway 32 as there may be assistance available from the State. Discussion tabled for future meeting.

COMMUNITY CENTER—Council Member Dobmeyer requested the Council and City staff start thinking about updates for the Community Center. Suggested updating walls from current carpeting and wall paper to make the center more aesthetically pleasing. Discussed possibly making updates to include televisions for public use. Dobmeyer asked that Clerk Johnson create a list of desired updates and cost projections to begin using budgeted funds to make improvements to the center.

AUDIT—Council received annual audit engagement letter. Auditors are currently reviewing City financials for 2018 and will be meeting with City staff in a couple weeks to finish financial audit. Council will be presented with the final 2018 Fiscal Year Audit in May or June.

FYI/OTHER—Upcoming meetings and events—4/11/19 Norman County EDA Making it Home Kick Off Party, 4/15/19 Town Hall Meeting, 4/25/19 City Clean-up Day, 5/6/19 Board of Appeal & Equalization Hearing, 5/14/19 Pet Clinic and Drug Takeback.

Meeting adjourned at 9:01pm, MB/JP-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**WEDNESDAY MAY 1, 2019 – SPECIAL MEETING
LIQUOR STORE KITCHEN RENOVATION & BID OPENING
TWIN VALLEY COMMUNITY CENTER – 5:30 PM**

MEMBERS: Ben Fall, Joel Pearson, Michael Bolton, Mike Lampton, Nate Dobmeyer

OTHERS: Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a special meeting on Wednesday, May 1, 2019. Mayor Fall called the meeting to order at 5:31 PM.

Prior to the meeting, 5 bids were received for the kitchen renovation project. The following were opened and reviewed.

Stall Construction, Inc. – General Contractor. \$189,000 to include dirt work, footings, frost walls, cement, interior walls and ceiling reconstruction, walk in coolers, electrical, plumbing, heating, tile floor and drop ceilings per drawing. Skaurud mentioned this estimate included all work done by Tweeton.

Boelter Landmark – Restaurant Equipment. \$118,439.29 to include equipment such as sinks, shelving, prep stations, microwave, toaster, food well, refrigerators, freeze, broiler, range, griddle, fryer, fryer filtration system, exhaust system, fire suppression system, glass washer, and bar renovation. (Full specs available at City Hall.)

US Foods Culinary Equipment & Supplies – Restaurant Equipment. \$85,736.97 to include equipment such as shelving, microwave, skinks, dishwasher, toaster, refrigerators, food well, broiler, range, griddle, fryer, fryer filtration system, freezer, glasswasher, and work tables. (Full specs available at City Hall.) Skaurud mentioned some items were quoted twice, both to match exactly with the Boelter quote, and other options the City should consider.

Nysetvold Electric – Electrical. \$18,650 to include wiring for electric heat including one 1500W cove heater and one 750W cove heater, and 12 8ft LED strip lights. Demo work to be considered separate.

STAN’S HVAC – Heating. \$9,000 to install owner provided equipment to include welded grease duct, fire wrap, labor hoist, make-up air unit duct and gas piping. Optional Add-ons of \$38,4000 for Captive Air Equipment as shown in drawing and/or \$24,250 for valve engineering.

Considering all bids and quotes received the estimated cost would be around \$340,000 to which Council Member Bolton adamantly rejected. Pearson agreed, suggesting that a final cost would near \$400,000 which he cannot support putting into the existing building. Skaurud has also been in contract with others discussing a half kitchen

option, which would include smaller equipment, and a downsized area needed. Fall presented Council and Skaurud with a possible equipment alternative from Burkett restaurant equipment, showing a full kitchen unit with fryer, grill, refrigeration unit, and hood vent for \$38,000.

Council discussed other options to downsize expectations for a kitchen renovation. There was discussion regarding putting a 'sandwich station' where the ice machine currently sits. Discussed the possibility of turning the current office into a small kitchen and possibly adding a small addition to the back of the building for a new office. Council agreed that hiring Boelter to draw up plans was a well spent investment to explore ideas, however at this time the total cost and renovations were more extravagant than what is needed. MB/ML-m/s/p to reject all bids as placed and to continue to explore other options for a smaller kitchen at the TVLS.

Meeting adjourned at 6:11pm, MB/JP-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY, MAY 6, 2019 – LOCAL BOARD OF APPEAL AND EQUALIZATION HEARING
TWIN VALLEY COMMUNITY CENTER – 6:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Michael Bolton, Mike Lampton, Nate Dobbmeyer

OTHERS: Jill Murray, Mindy Kinkade, Kent Burda, John Gall, & Melina Marty

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held the annual Board of Appeal and Equalization hearing on Monday, May 6, 2019. Mayor Fall called the hearing to order at 6:00 PM.

Murray distributed the Summary of 2019 Assessment packet to council for review. The City of Twin Valley had 9 sales accounted for with a median assessment ratio of 103.1%. Explained to Council that Kinkade reviewed all homes in the City of Twin Valley in 2018 accounting for the extreme property value changes for some properties, as a review had not been done previously in many years.

John Gall (32-8427000) questioned the assessment of his property compared to the neighboring home to the West, which sold for \$72,000 in 2018. The neighboring home is larger and was assessed at a lesser value according to Gall. The Assessors explained to Gall how they determined his property value, based on the build of outbuildings, home, and land value. Gall was satisfied with explanation and made no request from the board.

Kent Burda (32-8513000) questioned the increase from \$1,700 to \$2,600 on a small parcel of land he owns in Twin Valley. Murray explained that all land was valued at \$.40 per square foot in the County. Burda expressed concern over lot value due to the size of the lot and the City's setbacks for a buildable lot. As his lot, which is not connected to his residential property, is only 150ft x 44ft for a total of 6,600 square feet, the lot is not considered buildable. According to Twin Valley City ordinance, lots must be at least 10,000 square feet in a Residential Zone to build on. MB/JP-m/s/p to decrease value to \$1,300 based on a \$.20 per square foot figure.

Fall briefly discussed the possible need to increase the sale price, based on lot values for Herold's Court. The City currently owns multiple lots which are available for \$1,750. These lots are between 12,000 and 13,500 square feet, with a marketable value of \$4,800-\$5,400, according to the Assessors value of \$.40 per square foot. Council will review at a later meeting.

Melinda Marty (32-8471000) questioned value increase of \$32,000 for her residential property located at 204 2nd St SW. The home and land were valued for 2019 at \$7,600 with a 2020 value of \$39,900 after review. Assessor's explained that their value is based on only the square footage and the view from the exterior. Assessors have not been inside home to make a full assessment. Council, having been inside the building when it was once the old Legion Hall, agreed to lower the assessed value of the building only, by 40% for a total property value of \$28,300. ND/ML-m/s/p. It was suggested that Marty have the assessors make a walk through the home before the next tax year.

Murray presented council with a final request from Andrew Fjeld (32-8534000) for the board to consider a lower value for the home located at 108 1st St NE. Assessors previously made a secondary assessment after a walk through the home and valued the property at \$28,900. Council agreed this was an appropriate amount. MB/JP-m/s/p to make no adjustments.

Hearing adjourned at 7:13pm, JP-MB-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

**MONDAY, MAY 13, 2019 – REGULAR MONTHLY MEETING
TWIN VALLEY MUNICIPAL CENTER – 7:00 PM**

MEMBERS: Ben Fall, Michael Bolton, Mike Lampton, Nate Dobmeyer **ABSENT:** Joel Pearson
OTHERS: Kerry Askelson, Mark Askelson, Kendell Harrell, Lori Skaurud, MariJo Vik, Rick Habedank

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, May 13, 2019. Mayor Fall called the meeting to order at 7:02 PM.

ADDITIONS TO AGENDA—ND/ML-m/s/p to approve the addition of a request from the NCE PTO to the agenda.

MONTHLY BUSINESS

Minutes—MB/ND-m/s/p to approve the minutes from 04/08/19, 05/01/19 & 05/06/19 meetings as written.

Disbursements—ML/MB-m/s/p to approve claims for 04/09/19 – 04/03/19 for \$68,197.64, 05/01/19 – 05/13/19 for \$65,566.84 and payroll 03/24/19 – 04/06/19 for \$10,083.95, 04/07/19 – 04/20/19 for \$10,582.31 and 04/21/19 – 05/04/19 for \$10,012.30 for a disbursement total of \$164,443.04.

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
A.F.L.A.C. WEST REGION	Employee Benefit	\$360.76
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$243.85
ARVIG	Telephone/Internet	\$720.03
ATLAS CONSULTING GROUP, LLC	Police Uniform Vest	\$1,188.00
BANKCARD CENTER	Operating Supplies	\$680.36
BUCKLE'S HARDWARE	Repairs & Maintenance	\$286.09
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$2,219.06
EFTPS-ONLINE	Payroll Taxes	\$2,991.09
EVERGREEN IMPLEMENT CO.	Repairs & Maintenance	\$56.12
FURTHER	Employee Benefit	\$1,322.61
GARBERG FOODS	Operating Supplies	\$25.40
HERZOG ROOFING, INC.	Capital Outlay	\$14,655.00
KRJB FM RADIO	Advertising	\$265.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$37.41
MARK DUECK	Repairs & Maintenance	\$265.00
MEDICA	Employee Benefit	\$2,382.75
MICHAEL BOLTON, OWNER	Operating Supplies	\$55.00
MINNESOTA UNEMPLOYMENT INSURANCE	Unemployment Benefit	\$532.48
MJM NYSETVOLD INC.	Repairs & Maintenance	\$330.77
MN ASSOC. OF SMALL CITIES (MAOSC)	Dues/Subscriptions	\$483.60
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$580.74
MN DOR - PAYROLL TAX	Payroll Taxes	\$648.13
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Trails Grant	\$8,385.32
NORMAN COUNTY ATTORNEY'S OFFICE	Attorney Fee	\$550.00
OFFICE SUPPLIES PLUS*	Office Supplies	\$37.99
OTTERTAIL POWER CO.	Electricity	\$3,051.35
PAYROLL	Employee Wages	\$15,114.78
P.E.R.A. - SDR DIVISION	Employee Benefit	\$4,688.83
PAUL SPIELMAN	Repairs & Maintenance	\$84.50
PRODUCTIVITY PLUS ACCOUNT	Repairs & Maintenance	\$652.62
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$82.50
TWIN VALLEY TIMES	Publishing	\$69.13
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$255.00
USABLE LIFE	Employee Benefit	\$21.34
VERIZON WIRELESS	Telephone/Internet	\$220.85
	General Fund Total	\$63,543.46
NORTHVIEW BANK	2012A Bond Interest	\$759.78
	Storm Sewer Fund Total	\$759.78
A.F.L.A.C. WEST REGION	Employee Benefit	\$104.24
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$65.81
ARVIG	Telephone/Internet	\$112.13
BUCKLE'S HARDWARE	Repairs & Maintenance	\$75.48
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$255.54

CORE & MAIN LP	Repairs & Maintenance	\$932.64
EFTPS-ONLINE	Payroll Taxes	\$910.19
FURTHER	Employee Benefit	\$338.04
HAWKINS, INC.	Professional Fee	\$20.00
KERRY ASKELSON	Travel Reimbursement	\$55.68
MEDICA	Employee Benefit	\$892.98
MICHAEL SCHWANKE	Travel Reimbursement	\$65.00
MJM NYSETVOLD INC.	Repairs & Maintenance	\$330.76
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$290.37
MN DOR - PAYROLL TAX	Payroll Taxes	\$111.60
MN DOR - SALES & USE TAX	Sales Tax	\$208.00
NORTHVIEW BANK	2012A Bond Interest	\$423.18
OTTERTAIL POWER CO.	Electricity	\$1,217.68
P.E.R.A. - SDR DIVISION	Employee Benefit	\$763.52
PAYROLL	Employee Wages	\$3,285.62
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$108.75
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$200.00
USABLE LIFE	Employee Benefit	\$13.60
USABLUBOOK	Repairs & Maintenance	\$171.70
VERIZON WIRELESS	Telephone/Internet	\$33.93
VESSCO, INC.	Repairs & Maintenance	\$600.00
	Water Fund Total	\$11,586.44
A.F.L.A.C. WEST REGION	Employee Benefit	\$104.24
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$65.81
ARVIG	Telephone/Internet	\$112.13
BUCKLE'S HARDWARE	Repairs & Maintenance	\$75.48
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$188.28
EFTPS-ONLINE	Payroll Taxes	\$910.18
FURTHER	Employee Benefit	\$338.03
MEDICA	Employee Benefit	\$892.97
MICHAEL SCHWANKE	Travel Reimbursement	\$66.73
MINNESOTA PUMP WORKS	Repairs & Maintenance	\$880.00
MJM NYSETVOLD INC.	Repairs & Maintenance	\$330.76
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$290.37
MN DOR - PAYROLL TAX	Payroll Taxes	\$111.60
MPCA - FISCAL SERVICES	Professional Fee	\$345.00
NORTHVIEW BANK	2012A Bond Interest	\$1,820.04
OTTERTAIL POWER CO.	Electricity	\$82.49
P.E.R.A. - SDR DIVISION	Employee Benefit	\$763.50
PAYROLL	Employee Wages	\$3,285.62
RMB ENVIRONMENTAL LABS, INC.	Professional Fee	\$168.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$108.75
TEAM LABORATORY CHEMICAL CORP.	Operating Supplies	\$750.00
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$200.00
USABLE LIFE	Employee Benefit	\$13.58
VERIZON WIRELESS	Telephone/Internet	\$33.92
	Sewer Fund Total	\$11,937.48
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$9,055.62
MN DOR - SALES & USE TAX	Sales Tax	\$1,316.00
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$100.00
	Garbage Fund Total	\$10,471.62
A.F.L.A.C. WEST REGION	Employee Benefit	\$31.76
ARVIG	Telephone/Internet	\$216.97
BANKCARD CENTER	Operating Supplies	\$42.80
BERGSETH BROS.	Merchandise for Resale	\$2,697.85
BEVERAGE WHOLESALERS	Merchandise for Resale	\$458.16
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BOOM ISLAND BREWING CO. INC	Merchandise for Resale	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,878.72
BUCKLE'S HARDWARE	Repairs & Maintenance	\$12.49
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$525.25
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$178.60

D-S BEVERAGES	Merchandise for Resale	\$13,859.17
EFTPS-ONLINE	Payroll Taxes	\$2,155.46
FURTHER	Employee Benefit	\$231.58
GARBERG FOODS	Operating Supplies	\$66.04
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$594.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$673.95
HENRY'S FOODS INC.	Merchandise for Resale	\$2,682.08
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$685.01
LORI J. SKAURUD	Travel Reimbursement	\$151.96
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,728.35
MEDICA	Employee Benefit	\$1,275.54
MN DOR - PAYROLL TAX	Payroll Taxes	\$306.92
MN DOR - SALES & USE TAX	Sales Tax	\$3,485.00
MUDSLINGERS OHV CLUB	Dues/Subscriptions	\$50.00
OTTERTAIL POWER CO.	Electricity	\$870.59
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,545.66
PAYROLL	Employee Wages	\$8,992.54
PERHAM LINEN	Operating Supplies	\$83.19
PHILLIPS WINE & SPIRITS	Merchandise for Resale	\$2,970.48
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$2,413.24
TWIN VALLEY RIDERS CLUB	Dues/Subscriptions	\$50.00
TWIN VALLEY TIMES	Advertising	\$84.50
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$200.00
USABLE LIFE	Employee Benefit	\$13.90
VINOCOPIA, INC.	Merchandise for Resale	\$207.50
WILD RICE PEACEMAKERS	Dues/Subscriptions	\$50.00
	Liquor Fund Total	\$52,869.26
DAKOTA PLAYGROUND	Capital Outlay	\$13,203.00
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$45.00
	Splash Pad Fund Total	\$13,248.00
JULIN LAW OFFICE, PLLC	Professional Fee	\$27.00
	EDA Fund Total	\$27.00
	DISBURSEMENT TOTAL	\$164,443.04

FIRE/RESCUE—Lampton reported 1 fire call, 1 accident call, and 1 false alarm for the fire department. The rescue squad had 6 calls.

POLICE—Report distributed with 57 calls for April.

PUBLIC WORKS—Askelson presented Council with quotes to trade in 2017 John Deere Z950M lawn tractor for the new 2019 model. Evergreen Implement Co. quoted the 2019 model for \$9,550, less trade in value of \$7,250 for a total of \$2,300. RDO Equipment Co. quoted the 2019 model for \$10,000, less trade in value of \$7,000 for a total of \$3,000. \$5,000 was put into the 2019 General Fund Budget for this purpose. ND/ML-m/s/p to trade through Evergreen Implement.

An advertisement for summer help has been placed in the Twin Valley Times as well as on social media. Askelson requested the Council consider hiring more than one part time summer employee. Council agreed to consider request based should there be multiple applications received.

EDA/PARKS—Fall reported on committee meeting held prior to Council. Committees discussed the progression of the Twin Valley Splash Park. The City has received \$7,050 in donations to date. Equipment has been ordered and plans are being set for construction.

LIQUOR—Skaurud reported Gross Sales for April of \$38,704.42 with an ATM revenue of \$264. Updated Council on previous and upcoming events. Council informed that the POS unit in the off sale had the monitor quit. Skaurud and Johnson reviewed all options for a quick repair and settled on the purchase of a new stand-alone POS unit. Total cost was \$1,500.00 for the new unit, which is has been installed and is running smoothly. Skaurud recently attended MMBA conference and felt the information received was useful. Brief discussion on updating the outdoor signage. Skaurud is looking into options as the current Liquor Store sign has many lights out which are not able to be replaced. Skaurud is still working on a downsized kitchen plan for the TVLS, no updates at this time.

NEW BUSINESS—ND/ML-m/s/p to approve the following building permit requests: R. Habedank to build a 32'x44' steel unattached garage behind home at 501 Main Ave E and D. Jenson to install 25'x25' wooden fence at property located at 104 Main Ave E.

Distributed FEMA Meeting notice and Multi-Hazard Mitigation Meeting Invites to Council. Clerk will attend both. The Norman County PTO requested sponsorship for the annual color run to be held this summer in Gary. No motion of support was made.

Received request from the Norman County DAC for fundraiser support. No motion of support was made.

Council reviewed current Herold Court Lot incentive program. Currently the City is selling lots for \$1,750. Land is valued at \$.40 per square foot per the County Assessors Office making the estimated market value for each lot around \$5,000. The City of Twin Valley offers an incentive to prospective buyers to purchase one lot and receive the second lot at no charge. Discussion on the lack of community interest in the lots at current time. ND/MB-m/s/p to leave incentive program as is and increase advertising efforts.

Prior to meeting Clerk Johnson was approached in regards to the City owned Wimmer Cabins. Shawn Drewicki, the property manager for an out of state investor, questioned if the City was interested in selling these properties. Fall questioned if the City was able to sell property, was unsure what the original contract stated when the City received the properties as a donation. Norman County and the City of Halstad still own the Wimmer Cabins located in their areas. Council dismissed the idea of selling properties at this time. The possibility of turning one or more of the cabins into short term rental units was addressed. Clerk Johnson was asked to look into the cost of furnishing two units to discuss at a future meeting.

UPCOMING—Pet Clinic set for Tuesday 05/14/19 at 5:00 PM in the fire hall.

Meeting adjourned 7:39 PM, MN/ND-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**WEDNESDAY MAY 28, 2019 – SPECIAL MEETING
PUBLIC WORKS ASSISTANT POSITION
TWIN VALLEY MUNICIPAL CENTER – 8:30 AM**

MEMBERS: Ben Fall, Michael Bolton, Mike Lampton,
OTHERS: Kerry Askelson

ABSENT: Joel Pearson, Nate Dobmeyer

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a special meeting on Tuesday, May 28, 2019 to discuss the resignation of Public Works Employee Mike Schwanke. Mayor Fall called the meeting to order at 8:35 AM.

Clerk Johnson received written notice of resignation from Schwanke on 5/23/19. His last day of work will be 6/6/19. MB/ML-m/s/p to accept Schwanke's resignation.

Distributed job description with suggested updates to Council and Askelson to review. Clerk suggested changing title from Street Foreman, as duties other than streets are required. Council agreed upon Public Works Assistant. MB/ML-m/s/p to approve updates to job description as presented by Clerk Johnson and to post job opening immediately. Employment opportunity will be posted on the League of Minnesota Cities, Minnesota Rural Water Association, Twin Valley Times, Facebook and KRJB Jobline. Applications will be accepted until June 19, 2019 at 4:00PM. Council agreed to hold interviews as soon as possible after closing date.

Meeting adjourned at 8:45am, MB/ML-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY, JUNE 10, 2019 – REGULAR MONTHLY MEETING
TWIN VALLEY COMMUNITY CENTER – 6:00 PM**

MEMBERS: Ben Fall, Michael Bolton, Mike Lampton, Nate Dobmeyer Joel Pearson (arrived at 6:45)

OTHERS: Kerry Askelson, Mark Askelson, Kendell Harrell, MariJo Vik, Paul Bekkerus, Brian Hiles, Kris Carlson, Roger Garton.

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, June 10, 2019. Mayor Fall called the meeting to order at 6:00 PM.

CITIZENS FORUM—Paul Bekkerus requested that the Council address the deteriorating street signage throughout town. Current signage is faded and worn to the point that they are difficult to read, especially in emergency situations. \$1,500.00 was put into the City General Fund Budget in 2019 for this purpose. Councilmember Bolton was recently approached by an individual in the signage business who may be able to assist the City. City will pursue options to begin replacing signs during 2019.

ADDITIONS TO AGENDA—ND/ML-m/s/p to approve the following addition to the agenda—Garden Club building request for Hwy 32 City Park.

MONTHLY BUSINESS

Minutes—MB/ML-m/s/p to approve minutes as written for 5/13/19 and 5/28/19 meetings.

Disbursements—MB/ML-m/s/p to approve claims for 05/14/19-05/31/19 for \$39,899.46, 06/01/19-06/10/19 for \$44,896.85 and payroll periods 05/05/19-05/18/19 for \$11,086.38 and 05/19/19-06/01/19 for \$10,710.89 for a disbursement total of \$106,593.58.

<u>Vendor</u>	<u>Detail</u>	<u>Amount</u>
A.F.L.A.C. WEST REGION	Employee Benefit	\$360.76
AMERIPRIDE SERVICES, INC.	Operating Supply	\$140.76
BANKCARD CENTER	Operating Supply	\$301.36
BRENDA DOBMEYER	Reimbursement	\$45.00
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$1,313.30
EFTPS-ONLINE	Payroll Taxes	\$2,256.16
FURTHER	Employee Benefit	\$647.70
KRJB FM RADIO	Advertising	\$210.00
LEAGUE OF MN CITIES INS TRUST	Insurance Adjustment	\$1,370.17
MARCO TECHNOLOGIES LLC	Contracted Service	\$46.55
MEDICA	Employee Benefit	\$2,382.75
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$387.16
MN DOR - PAYROLL TAX	Payroll Taxes	\$491.60
MN FIRE SERVICE CERTIFICATION BOARD	Training & Registration	\$230.00
MN STATE COMM & TECH COLLEGE	Training & Registration	\$2,970.00
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Trails Grant	\$1,677.06
NORMAN CO. ASSESSOR	Contracted Service	\$3,150.00
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
NORMAN COUNTY ENVIRONMENTAL SERVICE	Professional Fee	\$987.00
OFFICE SUPPLIES PLUS*	Office Supplies	\$133.70
OTTERTAIL POWER CO.	Electricity	\$2,900.92
PAYROLL	Wages	\$11,047.13
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,333.87
RACHEL JOHNSON	Reimbursement	\$44.08
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$55.00
TEAM LABORATORY CHEMICAL CORP.	Operating Supply	\$187.50
TWIN VALLEY TIMES	Publishing	\$127.00
USABLE LIFE	Employee Benefit	\$21.34
VERIZON WIRELESS	Telephone/Internet	\$212.14
	General Fund Total	\$37,580.01
A.F.L.A.C. WEST REGION	Employee Benefit	\$104.24
AMERIPRIDE SERVICES, INC.	Operating Supply	\$49.60
BANKCARD CENTER	Operating Supply	\$55.63
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$267.87
DAKOTA SUPPLY GROUP	Repairs & Maintenance	\$246.54
EFTPS-ONLINE	Payroll Taxes	\$628.88
FURTHER	Employee Benefit	\$145.98
GOPHER STATE ONE-CALL	Locating Service	\$25.00
HAWKINS, INC.	Contracted Service	\$449.42
KRJB FM RADIO	Advertising	\$140.00
LEAGUE OF MN CITIES INS TRUST	Insurance Adjustment	\$406.66
MEDICA	Employee Benefit	\$892.98
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$193.58
MN DEPT. OF HEALTH	Professional Fee	\$607.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$79.00
MN DOR - SALES & USE TAX	Sales Tax	\$89.00
OTTERTAIL POWER CO.	Electricity	\$923.90
PAYROLL	Wages	\$2,244.13

P.E.R.A. - SDR DIVISION	Employee Benefit	\$520.15
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
TWIN VALLEY TIMES	Publishing	\$628.88
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$33.93
WESTLUND EXCAVATING	Contracted Service	\$2,596.79
	Water Fund Total	\$11,415.26
A.F.L.A.C. WEST REGION	Employee Benefit	\$104.24
AMERIPRIDE SERVICES, INC.	Operating Supply	\$49.60
BANKCARD CENTER	Operating Supply	\$541.10
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$127.87
EFTPS-ONLINE	Payroll Taxes	\$628.89
FURTHER	Employee Benefit	\$145.96
GOPHER STATE ONE-CALL	Locating Service	\$25.00
LEAGUE OF MN CITIES INS TRUST	Insurance Adjustment	\$406.66
MEDICA	Employee Benefit	\$892.97
MN CHILD SUPPORT & COLLECTION	Payroll Deduction	\$193.58
MN DOR - PAYROLL TAX	Payroll Taxes	\$79.00
OTTERTAIL POWER CO.	Electricity	\$132.81
PAYROLL	Wages	\$2,244.13
P.E.R.A. - SDR DIVISION	Employee Benefit	\$520.11
RMB ENVIRONMENTAL LABS, INC.	Contracted Service	\$508.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
USABLE LIFE	Employee Benefit	\$13.58
VERIZON WIRELESS	Telephone/Internet	\$33.92
	Sewer Fund Total	\$6,719.92
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$4,594.14
MN DOR - SALES & USE TAX	Sales Tax	\$625.00
	Garbage Fund Total	\$5,219.14
A.F.L.A.C. WEST REGION	Employee Benefit	\$31.76
ARVIG	Telephone/Internet	\$213.92
BANKCARD CENTER	Operating Supply	\$50.00
BERGSETH BROS.	Merchandise for Resale	\$2,076.08
BEVERAGE WHOLESALERS	Merchandise for Resale	\$178.70
BNG TECHNOLOGIES, LLC	Professional Fee	\$1,803.15
BREAKTHRU BEVERAGE	Merchandise for Resale	\$846.49
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$262.50
COMMUNITY CO-OPS-Lake Park	Natural Gas	\$63.29
D-S BEVERAGES	Merchandise for Resale	\$7,389.78
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$151.46
EFTPS-ONLINE	Payroll Taxes	\$1,526.40
FURTHER	Employee Benefit	\$115.79
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$455.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$353.00
HENRY'S FOODS INC.	Merchandise for Resale	\$1,397.21
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$564.56
LEAGUE OF MN CITIES INS TRUST	Insurance Adjustment	\$1,721.51
LORI J. SKAURUD	Reimbursement	\$103.88
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,615.95
MEDICA	Employee Benefit	\$1,275.54
MN DOR - PAYROLL TAX	Payroll Taxes	\$229.16
MN DOR - SALES & USE TAX	Sales Tax	\$4,008.00
OTTERTAIL POWER CO.	Electricity	\$728.94
PAYROLL	Wages	\$6,261.88
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,061.24
PERHAM LINEN	Operating Supply	\$81.39
PHILLIPS WINE & SPIRITS	Merchandise for Resale	\$1,953.26
RCB COLLECTIONS INC	Contracted Service	\$100.00
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$637.98
USABLE LIFE	Employee Benefit	\$13.90
	Liquor Fund Total	\$38,271.72
CORE & MAIN LP	Operating Supply	\$7,246.68
	Splash Park Fund Total	\$7,246.68

TWIN VALLEY TIMES	Advertising	\$80.00
	SHIP Fund Total	\$80.00
NANCY CROMPTON, OWNER	Reimbursement	\$60.85
	Memorial Gardens Fund Total	\$60.85
	DISBURSEMENT TOTAL	\$106,593.58

OTP SOLAR LIGHTING/WATER TREATMENT PLANT UPDATE—Roger Garton from Otter Tail Power Company as well as Brian Hiles and Kris Carlson from Ulteig Engineering attended meeting to Solar Power, in conjunction with the Water treatment plant upgrade scheduled for Fall 2019. Garton explained Otter Tail Power Company's Public Owned Property Solar Power Program and how it works. OTP offers rebates for qualifying solar installations of \$1,250 per kW up to 40kW, limited to 50% of the total project cost. Hiles explained they are looking at designing a 40kW system for the area behind the City's water treatment facility. Estimated cost would be around \$80,000, qualifying for a \$40,000 rebate. If the City wishes, the solar project can be done in conjunction with the Water Treatment Rehab project and qualify for drinking water revolving loan funding through the PFA. Garton explained that a 40kW system would provide an estimated 2/3 of the power required to run the water treatment facility after rehabilitation and the solar system would pay for itself after 4-5 years of use (saving the City roughly \$5000-\$7000 in energy cost yearly). Discussion on the care and maintenance of solar panels and equipment. Solar systems have an estimated 20-year life span, which if done in conjunction with the water treatment plant, will be accounted for in the facility maintenance plans for the future.

Hiles explained that the treatment plant rehabilitation project and the solar project will be bid as two separate projects. The City will have the option to combine both projects for PFA funding if desired. Fall expressed concern with adding additional costs and interest to the PFA loan/bond.

Hiles hopes to have all plans for the rehabilitation completed and accepted by the Minnesota Department of Health by the end of June to go out for bids in July. The bidding process is usually a month-long process. The tentative plan will be to bring bids for both projects to the Council in August and decide how to proceed with funding at that time. The City will not know the Grant/Loan ratio that will be received from the PFA until the bids are complete. ML/ND-m/s/p to move forward with the solar power project in conjunction with the water treatment plant rehabilitation.

Brief discussion on other OTP rebates the City and Ulteig will be applying for with the rehab project, including LED lighting, Heat pump, and motor rebates.

FIRE/RESCUE—Lampton reported 3 fire calls and 13 rescue calls since prior meeting. ND/BF-m/s/p to formally accept the resignation of Volunteer Firefighter Mike Schwanke. Schwanke noted in resignation that he wished for his 2019 wages to be donated back to the City and used for the annual firemen's picnic. Johnson will check on proper procedure to ensure wages are still reported accurately in conjunction with request.

The City of Twin Valley received \$2,452.00 from Gary Cares for the 2019 One Fund Drive. \$1,468 for the Rescue Squad and \$984.00 for the Fire Department. Council Member Dobmeyer motioned to accept donation and introduce the following resolution, seconded by Council Member Lampton.

RESOLUTION 2019—09

RESOLUTION ACCEPTING AND EXPRESSING APPRECIATION FOR THE DONATIONS TO THE FIRE DEPARTMENT AND RESCUE SQUAD FROM THE GARY CARES ONE FUND DRIVE

WHEREAS, the Twin Valley City Council expresses appreciation to the individuals, families and organizations for their generous donations towards the Twin Valley Fire Department and Rescue Service through the 2019 One Fund Drive; and

WHEREAS, the following donations per department are:

\$ 1,468.00	Twin Valley Rescue Squad
\$ 984.00	Twin Valley Fire Department

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Twin Valley, Minnesota that the donations in the amount of \$2,452.00 are accepted and acknowledged with gratitude and the donations will be placed into the designated funds.

Upon a roll call vote the following members voted in favor: Mike Bolton, Mike Lampton, Nate Dobmeyer, and Ben Fall; (Pearson absent) and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 10th day of June, 2019.

POLICE—Douville was not in attendance. Clerk Johnson informed Council that both she and Douville had reviewed properties in town for any public nuisance items and letters were sent out.

AUDIT—Marit Knutson with Hoffman, Philipp, & Knutson, PLLC presented the member of the Council with copies of the completed 2018 Fiscal Year Audit. Knutson explained the report was an unmodified report, meaning the auditors found no problems with the City financials. Knutson went through each audit category with the members of the council explaining the different statements. The reported net worth for the City at the end of 2018 was \$4.6 million. There was one new finding for FY 2018, Deposits in excess of collateral, which was already corrected in October of 2018. Old findings 1) Segregation of duties and 2) Internal Controls remained due to the City having only two office employees. All five proprietary funds showed a net cash profit, however due to depreciation the Sewer fund was the only enterprise fund to show an operating loss for 2018. The full Twin Valley City Audit is available for review in the City Clerk's Office.

PUBLIC WORKS—Askelson presented Council with information regarding the Minnesota Water Agency Response Network (MnWARN). MnWARN is a statewide Water/Wastewater Agency Response Network of "utilities helping utilities" assisting members with Emergency assessment, emergency response and recovery. Requested the Council enter into a Mutual Aid Agreement with other Minnesota water and wastewater systems to lend and receive assistance during emergency situations. The program is free to join. Councilmember Bolton motioned to enter into an agreement to authorize the City of Twin Valley to cooperatively assist other Party's Utilities when there is an Emergency, as well as to receive assistance in the event of an Emergency within the City. Seconded by Councilmember Lampton, the following resolution was introduced.

**RESOLUTION 2019—10
RESOLUTION AUTHORIZING GOVERNMENTAL**

UNIT TO BE A PARTY TO MINNESOTA WATER AGENCY RESPONSE NETWORK (MnWARN)

WHEREAS, Minnesota Statutes, Section 471.59 authorizes governmental units by agreement of their governing bodies to jointly or cooperatively exercise any power common to them;

WHEREAS, MnWARN has been established by the adoption of a Mutual Aid Agreement (the Agreement) among Governmental Units to allow their water, wastewater and storm water utilities to assist each other in case of an emergency;

WHEREAS, the Agreement allows other governmental units to become a party to the Agreement by the adoption of this Resolution and sending notice to the Secretary of the Statewide Committee for MnWARN; and

WHEREAS, the governing body of the City of Twin Valley considers it to be in the best interest of the City to be a party to the Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Twin Valley City Council

1. Authorizes the Mayor and Clerk-Administrator-Treasurer to sign this resolution evidencing the intent of the City of Twin Valley to be a party to MnWARN; and
2. Clerk-Administrator-Treasurer is directed to send a certified copy of this resolution and a completed membership information form to the Secretary of the Statewide Committee of MnWARN; and
3. The City of Twin Valley agrees to comply with all terms of the Agreement.

IN WITNESS WHEREOF, the City of Twin Valley by action of its governing body caused this Resolution to be approved on June 10, 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Askelson requested Council approval to hire two part-time summer employees, with the current absence of a Public Works Assistant. The City received 9 applicants and Askelson chose 4 finalists for the position. Requested the Council approve an increase in starting pay based on experience to secure reliable labor. Askelson has one finalist with 20+ years of experience and feels that a higher wage would be of great benefit as this employee would need less direct supervision to complete tasks. Council expressed concerns on setting a new precedence for part-time summer help. Fall calculated that two workers at roughly 30 hours per week for the remaining summer months would result in total wages of around \$5,000 which is within budget. ND/JP-m/s/p to approve offering Fred Thornton \$12.00/hr and Brandon Anderson \$10.00/hr, should they accept the positions.

MB/ND-m/s/p to approve pay out of Mike Schwanke's remaining vacation hours at the time of resignation of 101, and 1/3 of sick hours at 9 hours.

Clerk Johnson presented Council with a request from Allen & Starlene Syverson, for assistance in paying for repairs made to the residential water line at 310 Pleasant Ave SE. In April, the water line at the Syverson property was found to be leaking and was repaired with the assistance of Westlund Excavating for a total cost of \$2,596.79. Prior to the Council Meeting, Mrs. Syverson expressed concerns to Johnson, and other Councilmembers, with the cost of repairs. Syverson asked that the Council be responsible for half of the billing as the break in the line was located near to the City owned shutoff valve. Syverson also requested the street in front of her residence be

resurfaced to repair a dip/crack that has become apparent over the water line. At the time of repairs, the City replaced the curb stop as well as the base to the water meter at no expense to the property owner. Council briefly discussed ownership of water lines. The City owns the Main and the Curb Stop Valve, all other lines are the property of the land owner. To the knowledge of the current Councilmembers and City Staff, the City has not previously paid for privately owned water or sewer line repairs. The Council unanimously agreed that the cost of repairs is the obligation of the property owner. Askelson will check on the crack/dip in the road for needed repairs.

Fall asked Askelson when Herold Court will have calcium chloride put down for dust control. Askelson has already contacted the contractor and it should be completed within a week or two. Road has recently been graded by Lunde's.

Discussion in regards to purchasing a backup generator for the lift station. Askelson has contacted Nysetvold Electric for a preliminary estimate for installation, which will be around \$1,000. Discussion regarding a gas or LP unit, Council agreed LP would be more practical. Askelson will continue looking for a unit appropriately sized.

The Twin Valley Garden Club has requested to build a shelter and seating area along the City Park at the corner of Main Ave E and Highway 32. Clerk presented preliminary project idea. MB/ML-m/s/p to approve the garden club to construct a new seating area as they see fit.

LIQUOR—Johnson reported on behalf of Skaurud, Gross Sales \$45,084.34, ATM Revenue \$354.00. Updates on Events—Trivia had 7 teams; next trivia night scheduled for 6/26. Steak night is 6/14. A Motorcycle club is stopping at the Liquor Store on 6/15. Will be trying a new prime rib sandwich with twice baked potato meal on 6/28. Skaurud has previously spoken with Dan Tweeton in regards to updating the kitchen area to a smaller area, is still working on putting a new plan together.

FINANCIAL STATEMENTS—Council was given Interim Financial Statement through 5/31/19, Investment balances, and Cash Balance Statement for all funds. No other questions or concerns were addressed.

OLD BUSINESS—Clerk presented Council with a cost estimate of \$1,500.00 per Wimmer Cabin to furnish to be used as short-term rentals. Discussed placing rental homes on Airbnb and advertising on other outlets. Discussion on possible nightly rates, Clerk will contact local short-term rentals for reference point. ND/ML-m/s/p to spend up to \$5,000 on furnishing two Wimmer Cabins. Council will further discuss rental rates at a future meeting.

NEW BUSINESS—MB/ML-m/s/p to approve building permit request from R. Landreth to build a 30' x 24' garage at 101 Lincoln Ave NE. ND/ML-m/s/p to approve building permit request from S. Habedank to build a ramp as an addition to the current deck structure at 103 Lincoln Ave NE. ND/JP-m/s/p to approve building permit request from K. Ruud to add a car port to existing driveway at 314 Main Ave E. ML/JP-m/s/p to approve three building permit requests from R. Luhning at 309 Norman Ave NE to build a 10' x 10' green house, replace existing out buildings with new 8' x 20' prefabricated storage building, and to re-roof existing home. ND/ML-m/s/p to approve building permit request from C. Lee to install privacy fencing along Easter perimeter of property at 211 Pleasant Ave SW.

ND/MB-m/s/p to approve Tobacco License request from Kevin Grabowska with Gerry's Foods.

FYI/OTHER—Council received notice from the League of Minnesota Cities of the 3% dues increase for 2019. Council also received notice of the 2018 population estimates from the State Demographic Center—population estimate 797, household estimate 352.

Meeting adjourned 7:45 PM, ML/JP-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY, JUNE 24, 2019 – SPECIAL COUNCIL MEETING
TWIN VALLEY COMMUNITY CENTER – 6:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Michael Bolton, Mike Lampton, Nate Dobmeyer

OTHERS: Kerry Askelson

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council a special meeting on Monday, June 24, 2019 to review and discuss applications received for the Public Works Assistant Position. Mayor Fall called the meeting to order at 6:00 PM.

Eight applications for the position were received prior to the deadline of June 19, 2019. All applications were numbered and distributed to the Council for review prior to the meeting, with identifying information such as name and address removed. Council members and Askelson reviewed each application for completeness, experience, and qualifications. Numbers 1, 2, 4, and 5 were selected for the interview process. Interview dates were set for Monday July 1st at 6:00pm with the alternate of Tuesday, July 2nd if necessary. Clerk will contact each selected applicant to set interview times. Letters will be mailed to those applicants not receiving an interview at this time.

Meeting adjourned at 6:24 PM, MB/JP-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY, JULY 1, 2019 & July 2, 2019 – SPECIAL COUNCIL MEETING - INTERVIEWS
TWIN VALLEY COMMUNITY CENTER – 6:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Michael Bolton, Mike Lampton, Nate Dobmeyer

OTHERS: Kerry Askelson, Dean Thorsen, Matt Boman, Frank Thelin

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council a special meeting on Monday, July 1, 2019 for the purpose of interviewing potential candidates for the Public Works Assistant Position. Mayor Fall called the meeting to order at 6:24 PM.

Interviews were scheduled as follows: Derek Vesledahl 6PM, Dean Thorsen 6:30PM, and Matt Boman 7PM. Prior to scheduled interviews, Vesledahl declined interview to pursue other employment.

Clerk provided Council with interview questions with a point system for scoring each of the applicants.

Thorsen interview 6:24-6:42PM. Boman interview 6:52-7:06PM.

Council briefly discussed scoring of candidates and possible second interview questions if necessary. Final candidate will be interviewed July 2, 2019 at 6:00PM. Meeting recessed at 7:19 PM, MB/JP-m/s/p.

Final interview scheduled with Frank Thelin held Tuesday 7/2/19, 5:54-6:29PM.

Council discussed all candidates and options. Starting wage was discussed. Previous starting wages for the position was \$16.00/hour. Clerk briefly addressed possible pay equity compliance issues as previously addressed with the state for the wage for this position. ML/ND-m/s/p to offer position to Frank Thelin, with a starting wage of \$18/hr, based on current licenses and past experience working in Public Works, with a one-year probationary period.

Clerk will contact to make offer. Should offer be accepted, a full background check will be performed.

Meeting adjourned 6:45PM, ND/MB-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY, JULY 8, 2019 – REGULAR MONTHLY MEETING
TWIN VALLEY COMMUNITY CENTER – 7:00 PM**

MEMBERS: Ben Fall, Michael Bolton, Joel Pearson, Nate Dobmeyer (arrived at 7:15)

Absent: Mike Lampton

OTHERS: Kerry Askelson, Mark Askelson, Kendell Harrell, Jason Douville, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, July 8, 2019. Mayor Fall called the meeting to order at 7:00 PM.

MONTHLY BUISNESS

Minutes—JP/MB-m/s/p to approve minutes as written for 6/10/19, 6/24/19, 7/1/19-7/2/19 meetings.

Disbursements—MB/JP-m/s/p to approve claims for 06/11/19-06/30/19 for \$48,334.08, 07/01/19-07/08/19 for \$83,757.15 and payroll periods 06/02/19-06/15/19 for \$13,794.72 and 06/16/19-06/29/19 for \$9,894.45 for a disbursement total of \$155,780.40.

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
---------------	--------------------	---------------

A.F.L.A.C. WEST REGION	Employee Benefit	\$360.76
ADA BUILDING CENTER, INC.	Repair & Maintenance Supply	\$130.93
ADAPCO, INC.	Mosquito Spray	\$1,691.00
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$460.23
ARVIG	Telephone/Internet	\$658.89
BANKCARD CENTER	Operating Supplies	\$359.28
BIR-PERFORMANCE DRIVING SCHOOL	Training	\$425.00
BOUND TREE MEDICAL LLC	Operating Supplies	\$73.97
BUCKLE'S HARDWARE	Repair & Maintenance Supply	\$170.38
BURLEY'S TREE SERVICE	Contracted Services	\$530.00
CAPFIRST EQUIPMENT FINANCE, INC.	Police Vehicle Lease	\$10,954.00
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$1,367.99
DUWAYNE OLSON	Contracted Services	\$213.75
EFTPS-ONLINE	Payroll Taxes	\$2,663.04
FURTHER	Employee Benefit	\$557.00
GARBERG FOODS	Operating Supplies	\$46.99
HOFFMAN, PHILIPP, & KNUTSON, PLLC	Audit	\$2,600.00
JOHN DEERE FINANCIAL	Repair & Maintenance Supply	\$169.42
JOSHUA MATTESON	Reimbursement	\$59.33
JULIN LAW OFFICE, PLLC	Attorney Fee	\$81.00
LUNDE BLADE & GRAVEL, LLC	Contracted Services	\$135.00
M STATE	Training	\$685.00
MARCO TECHNOLOGIES LLC	Professional Fee	\$40.61
MEDICA	Employee Benefit	\$2,236.36
MN DOR - PAYROLL TAX	Payroll Taxes	\$563.86
NICOLE BOE	Contracted Services	\$1,035.00
NORMAN COUNTY ATTORNEY'S OFFICE	Attorney Fee	\$550.00
NORTHERN FIRE EQUIP.SERVICE	Contracted Services	\$158.75
OFFICE SUPPLIES PLUS*	Operating Supplies	\$23.75
OTTERTAIL POWER CO.	Electricity	\$2,628.50
P.E.R.A. - SDR DIVISION	Employee Benefit	\$2,372.57
PAYROLL	Employee Wages	\$12,947.13
PRODUCTIVITY PLUS ACCOUNT	Repair & Maintenance	\$2,093.38
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$55.00
TRUE NORTH EQUIPMENT CO.	Capital Outlay	\$2,300.00
TWIN VALLEY LIONS CLUB	Operating Supplies	\$83.25
TWIN VALLEY TIMES	Publishing	\$757.60
USABLE LIFE	Employee Benefit	\$21.34
VERIZON WIRELESS	Telephone/Internet	\$212.14
	GENERAL FUND TOTAL	\$52,472.20
A.F.L.A.C. WEST REGION	Employee Benefit	\$104.24
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$121.62
ARVIG	Telephone/Internet	\$112.13
BANKCARD CENTER	Operating Supplies	\$80.25
BUCKLE'S HARDWARE	Repair & Maintenance Supply	\$83.02
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$139.22
EFTPS-ONLINE	Payroll Taxes	\$645.52
FURTHER	Employee Benefit	\$136.50
HOFFMAN, PHILIPP, & KNUTSON, PLLC	Audit	\$900.00
MEDICA	Employee Benefit	\$778.38
MN DOR - PAYROLL TAX	Payroll Taxes	\$84.93
NORTHERN FIRE EQUIP.SERVICE	Contracted Services	\$12.50
NORTHLAND TRUST SERVICES, INC.	Bond Repayment	\$21,432.12
OFFICE SUPPLIES PLUS*	Operating Supplies	\$23.75
OTTERTAIL POWER CO.	Electricity	\$823.78
P.E.R.A. - SDR DIVISION	Employee Benefit	\$448.07
PAYROLL	Employee Wages	\$2,472.15
PRODUCTIVITY PLUS ACCOUNT	Repairs & Maintenance	\$1,500.00
SOFTLINE DATA, INC.	Professional Fee	\$475.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$33.93

A.F.L.A.C. WEST REGION	WATER FUND TOTAL	\$30,493.21
AMERIPRIDE SERVICES, INC.	Employee Benefit	\$104.24
ARVIG	Operating Supplies	\$121.62
BANKCARD CENTER	Telephone/Internet	\$112.13
BUCKLE'S HARDWARE	Operating Supplies	\$20.30
COMMUNITY CO-OPS-Lake Park	Repair & Maintenance Supply	\$81.15
EFTPS-ONLINE	Natural Gas/Fuel Charges	\$183.10
FURTHER	Payroll Taxes	\$645.52
HOFFMAN, PHILIPP, & KNUTSON, PLLC	Employee Benefit	\$136.50
MEDICA	Audit	\$900.00
MN DOR - PAYROLL TAX	Employee Benefit	\$778.37
NORTHERN FIRE EQUIP.SERVICE	Payroll Taxes	\$84.92
NORTHERN TOOL & EQUIPMENT	Contracted Services	\$12.50
NORTHLAND TRUST SERVICES, INC.	Capital Outlay - Generator	\$4,027.00
OFFICE SUPPLIES PLUS*	Bond Repayment	\$11,540.38
OTTERTAIL POWER CO.	Operating Supplies	\$23.75
P.E.R.A. - SDR DIVISION	Electricity	\$119.44
PAYROLL	Employee Benefit	\$448.04
PRODUCTIVITY PLUS ACCOUNT	Employee Wages	\$2,472.15
RMB ENVIRONMENTAL LABS, INC.	Repairs & Maintenance	\$1,500.00
TD AMERITRADE TRUST COMPANY	Professional Fee	\$79.00
USABLE LIFE	Employee Benefit	\$72.50
VERIZON WIRELESS	Employee Benefit	\$13.58
	Telephone/Internet	\$33.92
	SEWER FUND TOTAL	\$23,510.11
HOFFMAN, PHILIPP, & KNUTSON, PLLC	Audit	\$600.00
FUCHS SANITATION SERVICE, INC.	Contracted Services	\$2,612.05
	GARBAGE FUND TOTAL	\$3,212.05
A.F.L.A.C. WEST REGION	Employee Benefit	\$31.76
BANKCARD CENTER	Operating Supplies	\$158.80
BERGSETH BROS.	Merchandise for Resale	\$2,006.40
BEVERAGE WHOLESALERS	Merchandise for Resale	\$99.50
BNG TECHNOLOGIES, LLC	Professional Fee	\$200.00
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$340.25
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$22.23
D-S BEVERAGES	Merchandise for Resale	\$14,285.95
ECOLAB PEST ELIMINATION DIVISION	Contracted Services	\$46.60
EFTPS-ONLINE	Payroll Taxes	\$1,421.71
FURTHER	Employee Benefit	\$110.00
GARBERG FOODS	Merchandise for Resale	\$611.17
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$386.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$158.55
HENRY'S FOODS INC.	Merchandise for Resale	\$2,506.11
HOFFMAN, PHILIPP, & KNUTSON, PLLC	Audit	\$2,500.00
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$2,795.12
LORI J. SKAURUD	Reimbursement	\$82.97
McKINNON COMPANY, INC.	Merchandise for Resale	\$3,238.90
MEDICA	Employee Benefit	\$1,472.94
MN DOR - PAYROLL TAX	Payroll Taxes	\$216.90
NORTHERN FIRE EQUIP.SERVICE	Contracted Services	\$12.50
OFFICE SUPPLIES PLUS*	Operating Supplies	\$23.74
OTTERTAIL POWER CO.	Electricity	\$830.44
P.E.R.A. - SDR DIVISION	Employee Benefit	\$874.90
PAYROLL	Employee Wages	\$5,797.74
PEPSI-COLA **	Merchandise for Resale	\$166.30
PERHAM LINEN	Operating Supplies	\$83.19
PHILLIPS WINE & SPIRITS	Merchandise for Resale	\$1,514.70
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,397.90
STATE OF MN UNCLAIMED PROPERTY	Unclaimed Property, Wages	\$183.07
USABLE LIFE	Employee Benefit	\$13.90
WINE MERCHANTS	Merchandise for Resale	\$62.09
	LIQUOR FUND TOTAL	\$43,652.83

FRATERNAL ORDER OF POLICE

Splash Park Raffle

\$2,440.00

SPLASH PARK TOTAL**\$2,440.00**

MAYOR—Fall reported construction along Highway 32 over the Mashaug Creek. MNDOT will have a detour for the majority of the summer.

FIRE/RESCUE—Gall absent from meeting. Clerk Johnson reported 2 fire calls and 9 rescue calls.

POLICE—Douville reported 143 calls for May and June. Has been working with Clerk Johnson to address nuisance properties. Presented Council with two quotes for the construction of a new/secure evidence room, to be located in the Old City Shop. Each quote was for time and materials to build a reinforced security wall with security door to bring the Police Department files up to the State Standards of security. Quote from Brett Gulseth for \$3,825.00, quote from Kristopher Chilton for \$3,100.00. MB/JP-m/s/p to approve lowest bid. Douville requested Council permission to hire temporary part time police officer, Seth Bentley. MB/JP-m/s/p.

LIQUOR—Skaurud reported gross sales \$43,052.73, and ATM revenue \$231.00. Reported on previous and upcoming events. Distributed updated-downsized kitchen plans for Council to review. The plan includes the minimum requirements to satisfy the Minnesota Department of Health. No new cost estimates have been made at this time.

PUBLIC WORKS—Prior to meeting, Clerk Johnson informed all members of Council of Candidate Frank Thelin's decision to decline the job offer as presented. Council discussed multiple different options, including offering Thelin a higher starting wage, or bringing back the two other candidates for a secondary interview. Discussion on the cost of training a new employee without current licensure. Discussion on pay equity discrepancies for male and female employees of the City of Twin Valley should a higher wage be offered. Council requested Askelson contact Thelin to ask what his required wage would be and agreed to reconvene to discuss the position further on Thursday, July 11th at 6:00PM.

Clerk Johnson read to the Council correspondence received from Star Syverson in regards to the water line repairs from 05/14/19. Syverson has paid the City of Twin Valley in full for the Westlund Excavating billing of \$2,596.79, however was requesting the Council consider reimbursing her the cost for one hour of service, which she alleged was the fault of Public Works Superintendent Askelson. Askelson explained the work that was done to the Council. With multiple back-and-forth conversations between Syverson, members of the Council and Clerk Johnson, and due to the cold/wet weather and unpredictable outcomes of the situation, the council agreed to reimburse Syverson for 1/6 of the labor charged. JP/MB-m/s/p to reimburse \$373.33.

The City of Twin Valley received notice from the Minnesota Department of Health on 6/20/19 that the plans and specifications for the rehabilitation of the water treatment plant were approved. Ulteig Engineering requested permission of the Twin Valley City Council to move forward with seeking bids from contractors to complete the project. Councilmember Bolton motioned to approve plans and specifications and order the advertisement for bids, seconded by Dobmeyer, the following resolution was passed.

RESOLUTION 2019—11

Resolution Approving Plans and Specifications and Ordering Advertisement for Bids

WHEREAS, pursuant to a resolution passed by the council July 8, 2019, the city's designated engineer has prepared plans and specifications for the rehabilitation of the existing WATER TREATMENT PLANT and has presented such plans and specifications to the council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. CONTINGENT UPON FINAL APPROVAL TO BID FROM MINNESOTA DEPARTMENT OF HEALTH AND THE MINNESOTA PUBLIC FACILITIES AUTHORITY, The city clerk shall prepare and cause to be inserted in the official paper (and on the QuestCDN.com website) an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for a minimum of fourteen days, shall specify the work to be done, shall state the SPECIFIC DATE THAT bids will be received by the clerk,(dependent on MDH and PFA approval date) at which time they will be publicly opened in the council meeting room of the city hall by the city clerk and engineer, will then be tabulated, and will be considered by the council at the next public meeting of the city council. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a bid bond payable to the clerk for five (5) percent of the amount of such bid.

Upon a roll call vote the following members voted in favor: Joel Pearson Mike Bolton, Nate Dobmeyer, and Ben Fall; (Lampton absent) and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 8th day of July, 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Fall requested Askelson contact Duane Olson Septic to bring in extra portable toilets & handwashing stations for Town & Country Days 7/20-7/21.

EDA/PARKS—Fall reported on meeting held prior to Council. Committees discussed the current standstill with the Splash Park project as they wait for contractors to become available. Committees also discussed making future updates to the Heiberg Camping areas once construction on the Mashaug Creek Culvert is completed.

FINANCIAL STATEMENTS—Council was e-mailed interim financial statement as of 06/30/19 and cash balance report prior to meeting. Fall addressed concern over \$46,144.03 received in Local Government Aid. Clerk explained that for 2019 the State of Minnesota is sending out funds in three portions instead of two. 14.6% was received in June, 35.4% will be received at the end of July, and 50% will be received in December. Fall also addressed concerns over nuisance mowing contractor charges. Currently, Police Chief Douville reviews properties for ordinance violations and contracts to have the lawns managed when necessary. Fall asked that in the future Douville contact Askelson to utilize one of the two part time summer employees to mow nuisance properties instead.

OLD BUSINESS—Clerk Johnson reported on correspondence with the State of Minnesota regarding updating the street lighting along Highway 32. At this time, MN DOT does not offer any assistance programs to cities. The Council will review options for updating city streetlighting to LED at the August meeting. Clerk Johnson is also working on bringing an estimate to update all street name signs with in the City for the August meeting.

NEW BUSINESS—ND/JP-m/s/p to approve the following applications for building permits—100 4th St NE, K. Bolton, to build a wooden deck 12' x 8' on existing slab, 104 Main Ave E, D. Jenson, to install a 10' x 20' car port in side yard (contingent on being located at least 4 feet from the adjoining property line), and 303 Pleasant Ave SE, S. Lyons, to build new wooden steps over the existing entrance steps.

Clerk's office received a request from Tim Wibbles to possibly purchase lot 2 of Herold's Court to extend his existing property. MB/ND-m/s/p to allow lots 2 and 3 of Herold's Court North to be split up and to set the sale price to lot #2 at \$1750.

MB/JP-m/s/p to purchase 30 ads at \$288.00 for the promotion of Town & Country Days through KRJB.

Delinquent Receivables—Clerk Johnson presented a listing of outstanding fire call, nuisance property, and miscellaneous receivables dating from 2008 to 2016. Johnson reviewed City minutes and records and was unable to find any payments/assessments or other information regarding the outstanding charges on City Records. Many of the outstanding receivable correspond with property owners who no longer reside at said properties or are too old to pursue. MB/JP-m/s/p to write off \$28,339.06 outstanding, uncollectable receivables.

JP/ND-m/s/p to approve assessing the following unpaid nuisance lawn care charges—

\$100.00	32-8303000	310 2 nd St NW
\$100.00	32-8351000	104 Norman Ave NW
\$100.00	32-8350000	106 Norman Ave NW
\$100.00	32-8358000	107 Norman Ave NW
\$100.00	32-8709000	502 Main Ave W

Meeting adjourned 8:09PM, MB/JP-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**THURSDAY, JULY 11, 2019 – SPECIAL COUNCIL MEETING
TWIN VALLEY MUNICIPAL CENTER – 6:00 PM**

MEMBERS: Ben Fall, Michael Bolton, Mike Lampton, Nate Dobmeyer **ABSENT:** Joel Pearson
OTHERS: Kerry Askelson

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council a special meeting on Thursday, July 11, 2019 for the purpose of discussing the full time Public Works Assistant Position. Mayor Fall called the meeting to order at 6:00 PM.

Clerk Johnson was contacted prior to meeting by Vesledahl, inquiring if the Council was still interested in having him for an interview. Council agreed that the interview process was completed and they would not entertain other applicants at this time out of respect for the other candidates.

Prior to meeting Askelson contacted Thelin to inquire what his preferred wage would be. He indicated \$20 to \$21 per hour. Council discussed the possibility of offering requested wage, and also giving current employees a pay increase to keep wages across the board fair. No motions were made.

Council discussed remaining two candidates background knowledge and qualifications. Discussion on concerns with lack of licensing for both candidates. Both candidates have experience operating heavy equipment. One candidate has some experience working with water mains on a large scale, which Askelson indicated may help in acquiring the required water licensing in a shorter time period. The same candidate has extensive knowledge with building construction, which the Council felt would be highly beneficial in the upcoming years as repairs are already necessary to City owned buildings.

MB/ND-m/s/p to offer position to Dean Thorsen, with a starting wage of \$17.00/hour, with a one-year probationary period and contingent upon obtaining the required water and waste water licensing as soon as possible, not to exceed four years.

Meeting adjourned 6:49PM, MB/ML-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**WEDNESDAY JULY 31, 2019 – SPECIAL COUNCIL MEETING
TWIN VALLEY MUNICIPAL CENTER – 5:30 PM**

MEMBERS: Ben Fall, Joel Pearson Michael Bolton, Mike Lampton, Nate Dobmeyer

OTHERS: Mark Askelson, Nicole Krueger, Matt Pallansch, Jane Pantzke, Miguel Campa, & Derek Nelson

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a special meeting on Wednesday, July 31, 2019 for the purpose of hearing a request from MN Signature Care, LLC for a down payment mortgage loan for the purchase of the Twin Valley Living Center building. Mayor Fall called the meeting to order at 5:30 PM.

Matt Pallansch-President/CEO, Miguel Campa-Director of Operations, and Jan Pantzke-Director of Marketing for MN Signature Care, LLC attended the special meeting of the Twin Valley City Council to formally request a loan for \$100,000 for the purchase and startup of a Long-Term Care Assisted Living Center to be located in the former Twin Valley Living Center building, 208 Opegard AVE NW. Pallansch has signed a purchase agreement with Lutheran Memorial Homes to purchase the building for \$372,500, set to close on September 4, 2019. United Valley Bank, Twin Valley, has approved a loan for 80% of the purchase price. Pallansch estimates the building will need \$100,000 in remodel costs to transform from a nursing home facility into an assisted living. Along with operating capital, an estimated \$675,000 will be the total capital needed to pursue this venture.

Pallansch introduced the Council to his company and gave a brief history. MN Signature Care is a Long-Term-Care Assisted Living Management Company founded in 2018. Currently they manage five (5) facilities throughout greater Minnesota. Each member of the Council received a binder for the proposed Twin Valley Assisted Living Facility, including the following: Organization Chart, Overview of Facility, Twin Valley Market Study – May 2019, University of MN Extension Report – November 2018, List of Owners & Board Members, Resume, Ariel Map of Property/Building, Proposed Use of Property/Building, Investment Return Snapshot, Profit & Loss Annual Snapshot 2019-2022, and Definition of Assisted Living.

Pallansch and his team walked the Council through the provided information and answered questions as they arose. Specifically addressed MN Signature Care’s tax status. The previous owner of the facility was a non-profit and therefore did not pay property taxes. It is estimated that with a for-profit business occupying the parcel (previously valued at \$1.9 million) property taxes will be near \$20,000 yearly with a portion being given back directly to the City of Twin Valley.

It is estimated the facility will eventually be able to house up to 30 residents, with 30 staff on hand. To begin the facility will have 12 assisted living units and 8 memory care units. With the abundance of space, there will possibly be rental areas available for community groups. Pallansch has been contacted by Norman County East School district to possibly use some of the space as a rental in the future.

Council addressed concern with MN Signature Care utilizing local businesses for products and services, should the City provide loan funds. Members of the Council expressed that they would like to see as much business kept

local, such as the pharmacy, hardware, grocery store, etc. Pallansch and Campa agreed that they too would like to keep as much business in the area as they feasibly can.

Discussion on the difference between a nursing home facility and an assisted living facility with comprehensive care licensing. It was explained that this facility will have 24-hour nursing care available and should for the most part be able to offer a high level of care very comparable to a nursing home. There are certain limitations to these licensures, such as the inability to care for anyone with a ventilator. In most cases, this facility can handle end of life care for residents.

Dobmeyer questioned, if the City were unable to fund all, or a portion of their purchase, would MN Signature Care have other options. Pallansch explained that he has investors he can use if necessary, he is however, trying to keep as much of this project local as he is able.

Council was given City fund balances to review. The EDA has a current revolving loan fund, which is normally used for small business loans up to \$10,000. Current balance is \$49,825. Reviewed balances for other accounts, not considering the General.

Council discussed 2003-2004 \$50,000 loan to the Twin Valley Living Center for the development of the current Sanford Clinic. Loan was paid off earlier in 2019 after the closing of the Nursing Home facility. Clerk explained to council, that according to documents from that time period, the City was legally able to loan out funding for economic development that would serve a public purpose. Clerk addressed she was not 100% sure if this would qualify as the same, however should the Council wish to proceed she would contact the City's legal counsel for advice.

Councilmember Pearson motioned for the City to approve a loan of \$74,500, equal to twenty (20%) percent of the facility purchase price to MN Signature care for a period of up to 20 years, at an interest rate of 5%. With said motion the following resolution was introduced.

RESOLUTION 2019—12

RESOLUTION TO AUTHORIZE FINANCING FOR THE PURCHASE OF THE TWIN VALLEY LIVING CENTER BY MN SIGNATURE CARE, LLC FOR THE PURPOSE OF OPENING AN ASSISTED LIVING FACILITY

WHEREAS, the City Council for the City of Twin Valley believes that the addition of an assisted living facility to the City of Twin Valley is in the best interest of the City, including but not limited to the benefits of job creation, increased tax income, and positive economic impact on local business; and

WHEREAS, a statutory city, a home rule charter city, an economic development authority, a housing and redevelopment authority, or a port authority may make an economic development loan to a business, a for-profit or nonprofit organization, or an individual for any purpose that the entity is otherwise authorized to carry out under Minnesota State Statute 469.192

AND WHEREAS, the terms of the loan to the Twin Valley Assisted Living Center, MN Signature Care, LLC, will be \$74,500 issued at 5% interest, for a maximum term of 20 years with no penalty for early payment in full.

THEREFORE, BE IT RESOLVED, the City of Twin Valley wishes to loan to the Twin Valley Assisted Living Center under MN Signature Care, LLC, the amount of \$74,500.00 for the purposes of a down payment on the property located at 208 Opegard Ave NW for an Assisted Living Facility;

The City of Twin Valley will issue the loan for a maximum of twenty (20) years, with a 5% annual interest.

Member Lampton seconded the foregoing resolution and upon a vote taken thereon, the following voted in favor: Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer, and Ben Fall, and the following voted against the same: none. **WHEREUPON** this resolution was duly adopted on this 31st day of July, 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Clerk Johnson will be in contact with City Attorney Julin to ensure the City is legally able to make such a decision, as well as the City's Bond Counsel for preparation of the documents needed to proceed with said loan.

MN Signature Care, LLC plans to hold an information meeting for the City of Twin Valley at a later date to answer any questions the public may have and to introduce themselves to the local community.

Meeting adjourned 7:19PM, MB/JP-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

* * * * *

* * * * *

* * * * *

* * * * *

**MONDAY, AUGUST 12, 2019 – REGULAR MONTHLY MEETING
TWIN VALLEY COMMUNITY CENTER – 7:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer

OTHERS: Kerry Askelson, Mark Askelson, Jason Douville, John Gall, Lori Skaurud, Marijo Vik, Kendell Harrell, David Wilson, Denise Bentley, Rob Nudell, Brian Hiles.

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, August 12, 2019. Mayor Fall called the meeting to order at 7:00 PM.

CITIZEN'S FORUM—David Wilson, owner of the old Classic Diner building, approached Council to discuss possible alternative land uses. Wilson has listed the building for sale asking \$69,000.00, but stating he is willing to entertain offers. Asked the Council if they would have any issues with the demolition of the building, to which there was no aversion. Also questioned a variance for single family housing, to which Mayor Fall was apprehensive due to the location in the Main Street business district.

ADDITIONS TO AGENDA—ND/ML-m/s/p to approve the addition of a request from NCE superintendent Rob Nudell to the agenda.

MONTHLY BUSINESS

Minutes—ND/JP-m/s/p to approve minutes as written from 7/8/19 regular meeting and 7/11/19 & 7/31/19 special meetings.

Disbursements—MB/ML-m/s/p to approve claims for 07/09/19 – 07/31/19 for \$49,081.64 and 08/01/19 – 08/12/19 for \$54,545.16 and payroll periods 06/30/19 – 07/13/19 for \$10,506.11 and 07/14/19 – 07/27/19 for \$12,793.83 for a disbursement total of \$126,896.74.

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
A.F.L.A.C. WEST REGION	Employee Benefit	\$360.76
ADA BUILDING CENTER, INC.	Repairs & Maintenance	\$94.00
AMERIPRIDE SERVICES, INC.	Operating Expense	\$212.92
ARVIG	Telephone/Internet	\$1,152.41
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$63.95
BANKCARD CENTER	Operating Expense	\$694.41
BENJAMIN W. FALL	Reimbursement	\$250.00
BERT'S TRUCK EQUIPMENT	Repairs & Maintenance	\$2,068.75
BRENDA DOBMEYER	Reimbursement	\$45.85
BUCKLE'S HARDWARE	Repairs & Maintenance	\$1,178.94
COMMUNITY CO-OPS-Lake Park	Natural Gas / Fuel Charges	\$1,091.02
DUWAYNE OLSON	Contracted Service	\$1,373.34
EFTPS-ONLINE	Payroll Taxes	\$2,778.09
FURTHER	Employee Benefit	\$235.00
GERRY'S FOODS, INC	Operating Expense	\$268.55
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$74.20
KRISTOPHER CHILTON	Contracted Service	\$3,100.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$40.61
MEDICA	Employee Benefit	\$2,687.40
MINNESOTA UNEMPLOYMENT INSURANCE	Unemployment Benefit	\$69.42
MN DOR - PAYROLL TAX	Payroll Taxes	\$644.99
NICOLE BOE	Contracted Service	\$260.00
NORMAN CO. DEMOLITION LANDFILL	Contracted Service	\$42.00
NORMAN COUNTY ATTORNEY'S OFFICE	Attorney Fee	\$550.00
OFFICE SUPPLIES PLUS*	Operating Expense	\$185.98
OTTERTAIL POWER CO.	Electricity	\$2,780.47
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,300.40
RACHEL JOHNSON	Reimbursement	\$116.77
STENGER'S DUST CONTROL	Contracted Service	\$1,311.00
SUN-FLOWERS	Misc Departmental	\$60.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$55.00
USABLE LIFE	Employee Benefit	\$21.34
VERIZON WIRELESS	Telephone/Internet	\$182.40

WEST CENTRAL AG SERVICES	Operating Expense	\$145.91
WINTER REPAIR		\$182.50
	General Fund Total	\$27,678.38
A.F.L.A.C. WEST REGION	Employee Benefit	\$104.24
AMERIPRIDE SERVICES, INC.	Operating Expense	\$43.85
ARVIG	Telephone/Internet	\$225.00
BUCKLE'S HARDWARE	Repairs & Maintenance	\$148.30
COMMUNITY CO-OPS-Lake Park	Natural Gas / Fuel Charges	\$114.14
DENISE ASKELSON	Reimbursement	\$58.00
EFTPS-ONLINE	Payroll Taxes	\$594.72
FURTHER	Employee Benefit	\$52.50
HAWKINS, INC.	Professional Fee	\$394.50
MEDICA	Employee Benefit	\$1,003.90
MN DOR - PAYROLL TAX	Payroll Taxes	\$44.94
MN DOR - SALES & USE TAX	Sales Tax	\$283.00
OTTERTAIL POWER CO.	Electricity	\$792.67
P.E.R.A. - SDR DIVISION	Employee Benefit	\$467.07
RACHEL JOHNSON	Reimbursement	\$46.40
STARLENE SYVERSON	Reimbursement	\$373.33
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
TWIN VALLEY TIMES	Publishing	\$312.00
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$2.63
	Water Fund Total	\$5,147.29
A.F.L.A.C. WEST REGION	Employee Benefit	\$104.24
AMERIPRIDE SERVICES, INC.	Operating Expense	\$43.85
ARVIG	Telephone/Internet	\$225.02
BUCKLE'S HARDWARE	Repairs & Maintenance	\$148.30
COMMUNITY CO-OPS-Lake Park	Natural Gas / Fuel Charges	\$159.23
EFTPS-ONLINE	Payroll Taxes	\$594.73
FURTHER	Employee Benefit	\$52.50
MEDICA	Employee Benefit	\$1,003.90
MN DOR - PAYROLL TAX	Payroll Taxes	\$150.30
OTTERTAIL POWER CO.	Electricity	\$100.22
P.E.R.A. - SDR DIVISION	Employee Benefit	\$467.07
RACHEL JOHNSON	Reimbursement	\$46.40
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
TEAM LABORATORY CHEMICAL CORP.	Repairs & Maintenance	\$1,593.43
USABLE LIFE	Employee Benefit	\$13.58
VERIZON WIRELESS	Telephone/Internet	\$2.63
WEST CENTRAL AG SERVICES	Operating Expense	\$72.95
	Sewer Fund Total	\$4,850.85
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$4,644.98
MN DOR - SALES & USE TAX	Sales Tax	\$1,308.00
	Garbage Fund Total	\$5,952.98
A.F.L.A.C. WEST REGION	Employee Benefit	\$31.76
ARVIG	Telephone/Internet	\$432.15
BANKCARD CENTER	Operating Expense	\$290.86
BERGSETH BROS.	Merchandise for Resale	\$9,019.40
BEVERAGE WHOLESALERS	Merchandise for Resale	\$828.40
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$853.22
BUCKLE'S HARDWARE	Repairs & Maintenance	\$63.56
CASH - CITY OF TWIN VALLEY	Starter Cash - T&C	\$1,900.00
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$328.20
COMMUNITY CO-OPS-Lake Park	Natural Gas / Fuel Charges	\$20.00
D-S BEVERAGES	Merchandise for Resale	\$11,656.13
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$46.60
EFTPS-ONLINE	Payroll Taxes	\$1,657.26
ELECTRO WATCHMAN, INC.	Contracted Service	\$159.99
GERRY'S FOODS, INC	Merchandise for Resale	\$540.28
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$528.00

HEGGIES PIZZA, LLC	Merchandise for Resale	\$1,228.15
HENRY'S FOODS INC.	Merchandise for Resale	\$2,456.38
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$616.34
LORI J. SKAURUD	Reimbursement	\$41.48
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,723.92
MEDICA	Employee Benefit	\$1,472.95
MN DOR - PAYROLL TAX	Payroll Taxes	\$263.19
MN DOR - SALES & USE TAX	Sales Tax	\$8,845.00
NATALIE KOISTINEN	Entertainment	\$1,000.00
OFFICE SUPPLIES PLUS*	Operating Expense	\$18.24
OTTERTAIL POWER CO.	Electricity	\$922.00
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,078.14
PERHAM LINEN	Operating Expense	\$83.19
PHILLIPS WINE & SPIRITS	Merchandise for Resale	\$3,358.72
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,550.83
THE FORUM NEWSPAPER	Subscription	\$204.88
USABLE LIFE	Employee Benefit	\$13.90
WINE MERCHANTS	Merchandise for Resale	\$124.18
	Liquor Fund Total	\$54,557.30
FRATERNAL ORDER OF POLICE		\$5,410.00
	Splash Park Total	\$5,410.00

COMMUNITY—Denise Bentley approached the Council on behalf of Congregate Housing and the Valley Pines Apartments/Senior Center to request assistance, monetary or otherwise. Bentley explained the current financial situation at the Valley Pines is not ideal and there is concern that the facility may be shut down. Currently 5 apartments are empty and have been for some time. Bentley previously contacted other cities to see how they contribute to any local library or senior center facilities. Multiple surrounding towns have community centers which double as senior centers which are supported by the municipality. Other towns contribute by sponsoring the meals on wheels programs and/or libraries. The facility is currently managed by Greater Minnesota Management Company, however with the lack of profitability this may no longer be an option for them. Bentley suggested the possibility of the City offering assistance in building maintenance, such as snow removal, minor repairs, and lawn care. Mayor Fall expressed intentions to discuss options with City staff to see if there is any availability for such duties. The Council made no motions to extend support, however will review the City Budget and City Staff workloads for future discussion.

Clerk Johnson received a request from the American Legion to bring in a static display such as a piece of artillery to the Memorial Gardens. The Legion needs the Council's permission on continue due to the land being owned by the City. Council had no issues.

Rob Nudell, Superintendent for the Norman County East School, addressed the Council in regards to the school's building trades class. In previous years the class has built homes for individuals who had an agreement to purchase said home before construction began. For the 2019-2020 school year, there are no prospective buyers. Nudell is concerned about losing the program if there is a lack of interest from potential buyers. Nudell questioned if the City had any interest in having a home built to be placed on an open lot. Mayor Fall stated that the EDA has had previous discussions in regards to partnering with the School to have homes built for the open lots on Herold Court, but no previous decisions had been reached. Discussed the possibility of having a home built on an empty lot in Herold's court, to avoid the costs associated with a house move, to which Nudell was apprehensive. Councilmember Pearson questioned if the City could create a program to donate a lot to anyone who purchases a home built through the school, to work as an incentive. Nudell asked that the City keep any ideas in mind to keep this program running.

ND/ML-m/s/p to approve building permit for Arne Martinson to install a decorative vinyl fencing along property.

ULTEIG—Brian Hiles, Senior Engineer for Ulteig presented Council with two bids received on Thursday 8/8/19 for the general construction for the planned improvements to the water treatment plant. The following bids were received (full bid packet available at City Hall for review).

Planholder	Addendum	Bid Bond	Bid Amount
1. KHC Construction, Inc.	1 & 2	5%	\$1,267,000.00
2. Northern Plains Contracting, Inc	1 & 2	5%	\$1,299,000.00

The original estimated cost was roughly \$1million. Hiles explained this was primarily due to plan additions as well as the current bidding climate. The City of Twin Valley will not be locked into any agreements until after all information has been provided to the PFA, and the PFA awards final grant/loan dollars. Brief discussion on the life expectancy of the current building, Hiles estimates 50+ years due to no structural issues and planned updates to doors and roofing. With this information Councilmember Bolton motioned to accept bid from the lowest responsible bidder, KHC Construction, Inc. Motioned seconded by Dobbmeyer and the following resolution was introduced.

RESOLUTION 2019—13

RESOLUTION ACCEPTING BID FOR WATER TREATMENT IMPROVEMENT PROJECT

WHEREAS, pursuant to an advertisement for bids for the proposed Water Treatment Improvements project, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement: (See attached Bid Tabulation)

AND WHEREAS, it appears that KHC Construction, Inc. of Marshall, Minnesota is the lowest responsible bidder,

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

1. The Mayor and City Clerk are hereby authorized and directed to enter into the attached contract with KHC Construction, Inc. of Marshall, Minnesota in the name of the City of Twin Valley for the Water Treatment Improvements project (Contingent upon the City receiving satisfactory funding from the Public Facilities Authority), according to the plans and specifications therefore 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.

Adopted by the Council this 12th day of August, 2019

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Hiles has also been working on preparing quotes for the addition of a solar field behind the Water Treatment plant, however contractor estimates had not been received prior to the meeting. Hiles will send all information as it is received to the City for a future discussion on options.

MAYOR—Fall thanked City staff for all the work put in to make Town & Country Days successful. Reported the MN DOT construction on Highway 32 is complete and the road is now reopened.

FIRE/RESCUE—2020 PERA notice for Fire/Rescue pension plan distributed to Council, no contribution necessary for 2020. Gall reported 2 fire calls and 8 rescue calls.

POLICE—Distributed police activity report for July to council. 68 Calls. Douville reported that the evidence room is complete. Brief discussion on recent complaints in regards to a dog at large. Douville & Matteson have been unable to secure the animal at this time. City staff is unaware of who owns the animal as no dogs matching the description are registered at City Hall. Will be listing the Durango for bids to purchase, would like to have bid opening at September council meeting.

LIQUOR—Skaurud reported July gross sales of \$54,880.76 with an ATM revenue of \$354.00. Town & Country day sales were comparable to 2018, with a lower on-sale and a high off-sale. The outdoor bar during the band had increased revenues. Received nothing but positive feedback on the events and the band. Will have Whiskey Creek back again for 2020. Updated council on previous and upcoming events. Will continue to hold trivia nights. Steak night will be offering pork chops as an option on 8/16. Multiple motorcycle groups have stopped in and left positive feedback. The beer garden at the community center had gross profits of \$644.00. After cost of goods and sales taxes, net profit was \$404.79. ND/ML-m/s/p to donate proceeds back to the Twin Valley community boosters club.

Skaurud received updated quote from Boelter on the downgraded kitchen remodel of \$70,404.98, with some option equipment included such as a glass washer. No estimates from Tweeton at this time. Skaurud will continue to develop new plans.

PUBLIC WORKS—Members of the Zion Lutheran Church had the full cemetery road seal coated, presenting total City charges of \$533.06 and Memorial Garden charges of \$137.99. JP/ML-m/s/p to approve payment. Utility clerk Peterick prepared a request to update software for the city Water Meter Reader. With changes in technology the current software cannot read the new meters that the City must purchase to continue to meter water. With the update to the hand held and the computer software this will alleviate the issue. Total cost will be \$3,000. ML/JP-m/s/p to approve. Fall questioned if Peterick should also update full computer system before update, however the utility clerk computer is relatively new. Johnson will double check with Peterick before purchase.

EDA/PARKS—City received grant funds of \$30,000 from the Dekko foundation to be used for the Splash Park. Askelson is still working on securing a contractor to put in the water/sewer lines. FYI-the City/EDA did not receive funding as part of the DNR trails grant previously applied for.

Discussion on the loan for the Twin Valley Assisted Living Center. After speaking with the City Attorney, it was suggested that the funding come directly from the City EDA and not the City as a whole. Johnson is working with Briggs and Morgan, the City’s bond counsel, to produce loan documents. Current EDA funds will not be enough to cover the \$74,500 loan as requested. After double checking with the City Auditor, the City is able to move funding from other accounts into the EDA as the Council see’s fit. Discussed utilizing EDA investments to secure the cash necessary. MB/JP-m/s/p to use the current EDA balance of \$49,825.62 and transfer \$24,674.38 from the Liquor fund into the EDA funding to produce \$74,5000. Motion was amended to include the transfer of one EDA certificate of deposit to the General fund reserves (\$12,429.33 CD#11755) to keep a cash balance in the EDA fund.

FINANCIAL STATEMENTS— Council was e-mailed financial statements for July prior to meeting, no concerns addressed. Distributed notice for 2020 LGA for the City of \$332,321.

OLD BUSINESS— Presented Council with a quote to resign all street signs within the City of Twin Valley from M-R Sign Co. Inc. Total cost will be \$3,239.90. ND/ML-m/s/p to approve.

NEW BUSINESS—MB/ML-m/s/p to purchase 21 ads for the fall sports season from NCE Dollars for Scholars for a total of \$425. Council presented with a peddler’s permit from T. Dahlen with Edward Jones. No action was taken.

FYI—Distributed notice from MidMinnesota Federal Credit Union on the intentions to close the Twin Valley branch office. Council members discussed funds currently held with the institution. Multiple opinions expressed of disappointment. No actions taken to move any City funds at this time. Council will wait to see if MMFCU still supports the clubs and events within the City of Twin Valley as they have in the past.

Meeting adjourned at 8:40 p.m. JP/MB-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY, SEPTEMBER 9, 2019 – REGULAR MONTHLY MEETING
TWIN VALLEY COMMUNITY CENTER – 7:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer

OTHERS: Kerry Askelson, Mark Askelson, Jason Douville, John Gall, Kendell Harrell, Brian Hiles. Tracy & Lee Carlton, Russell Landreth.

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, September 9, 2019. Mayor Fall called the meeting to order at 7:00 PM.

CITIZEN’S FORUM—Tracy & Lee Carlson approached the Council to request an additional 15mph speed limit sign be placed along Lincoln Ave NE near the City Park. Explained concerns over children’s safety and the traffic. Mayor Fall and the Council saw no issues with installing another sign. The was a brief discussion on possible speed bumps being installed during summer months for better traffic control if necessary.

MONTHLY BUISNESS

Minutes—JP/ML-m/s/p to approve minutes as written for 8/12/19.

Disbursements—MB/JP-m/s/p to approve claims for 08/13/19-08/31/19 for \$32,800.90 and 09/01/19-09/09/19 for \$160,804.61 as well as payroll periods 07/28/19-08/10/19 for \$10,621.38 and 08/11/19-08/24/19 for \$12,328.46 for a disbursement total of \$216,555.35.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$721.52
ADA BUILDING CENTER, INC.	Repairs & Maintenance	\$27.99
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$385.62
ARVIG	Telephone & Internet	\$582.92
BANKCARD CENTER	Operating Supplies	\$2,506.36
BRENDA DOBMEYER	Reimbursement	\$153.12
BURLEY’S TREE SERVICE	Contracted Service	\$435.00
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$1,250.44
DUSTY GREEN, OWNER	Contracted Service	\$1,000.00
DUWAYNE OLSON	Contracted Service	\$448.88
EFTPS-ONLINE	Payroll Taxes	\$2,710.96
FURTHER	Employee Benefit	\$557.00
GERRY’S FOODS, INC	Operating Supplies	\$61.26

GRAND FORKS FIRE EQUIPMENT LLC	Repairs & Maintenance	\$132.57
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$154.09
JULIN LAW OFFICE, PLLC	Attorney Fee	\$310.50
KRJB FM RADIO	Advertising	\$292.32
LEAGUE OF MINNESOTA CITIES	Dues & Subscriptions	\$1,030.00
M STATE	Training	\$1,100.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$52.49
MEDICA	Employee Benefit	\$2,461.87
MIDSTATES WIRELESS, INC.	Repairs & Maintenance	\$25.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$597.25
NCE-DOLLARS FOR SCHOLARS	Donation/Advertising	\$425.00
NORMAN COUNTY ATTORNEY'S OFFICE	Attorney Fee	\$550.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$103.79
OTTERTAIL POWER CO.	Electricity	\$972.29
PAYROLL	Wages	\$13,384.29
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,387.68
RICHARD SEIDEL	Contracted Service	\$533.06
TACTICAL SOLUTIONS	Contracted Service	\$64.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$82.50
TWIN VALLEY TIMES	Publishing	\$43.89
USABLE LIFE	Employee Benefit	\$21.34
VERIZON WIRELESS	Telephone/Internet	\$218.93
	General Fund Total	\$36,783.93
A.F.L.A.C. WEST REGION	Employee Benefit	\$208.48
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$139.62
ARVIG	Telephone & Internet	\$112.51
BANKCARD CENTER	Operating Supplies	\$240.78
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$238.59
CORE & MAIN LP	Repairs & Maintenance	\$3,567.46
EFTPS-ONLINE	Payroll Taxes	\$624.42
FURTHER	Employee Benefit	\$136.50
HAWKINS, INC.	Professional Fee	\$5.00
MEDICA	Employee Benefit	\$891.14
MN DEPT. OF HEALTH	Professional Fee	\$607.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$104.43
OTTERTAIL POWER CO.	Electricity	\$68.51
PAYROLL	Wages	\$2,065.27
P.E.R.A. - SDR DIVISION	Employee Benefit	\$485.41
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$108.75
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$39.16
	Water Fund Total	\$9,656.63
A.F.L.A.C. WEST REGION	Employee Benefit	\$208.48
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$139.62
ARVIG	Telephone & Internet	\$112.52
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$114.99
BANKCARD CENTER	Operating Supplies	\$39.61
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$13.33
EFTPS-ONLINE	Payroll Taxes	\$624.40
FURTHER	Employee Benefit	\$136.50
MEDICA	Employee Benefit	\$891.14
MN DOR - PAYROLL TAX	Payroll Taxes	\$104.45
OTTERTAIL POWER CO.	Electricity	\$66.17
PAYROLL	Wages	\$2,065.27
P.E.R.A. - SDR DIVISION	Employee Benefit	\$485.38
RMB ENVIRONMENTAL LABS, INC.	Professional Fee	\$44.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$108.75
TEAM LABORATORY CHEMICAL CORP.	Repairs & Maintenance	\$750.00
USABLE LIFE	Employee Benefit	\$13.58
VERIZON WIRELESS	Telephone/Internet	\$39.15
	Sewer Fund Total	\$5,957.34
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$4,624.56
	Garbage Fund Total	\$4,624.56
A.F.L.A.C. WEST REGION	Employee Benefit	\$63.52
ARVIG	Telephone & Internet	\$216.45
BANKCARD CENTER	Operating Supplies	\$94.48

BERGSETH BROS.	Merchandise for Resale	\$3,081.40
BEVERAGE WHOLESALERS	Merchandise for Resale	\$183.20
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,078.49
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$553.65
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$20.00
D-S BEVERAGES	Merchandise for Resale	\$11,686.97
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$100.04
EFTPS-ONLINE	Payroll Taxes	\$1,325.36
FURTHER	Employee Benefit	\$110.00
GERRY'S FOODS, INC	Merchandise for Resale	\$547.85
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$388.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$740.75
HENRY'S FOODS INC.	Merchandise for Resale	\$2,179.43
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$950.97
KAROLYN EKLUND	Operating Supplies	\$75.00
LORI J. SKAURUD	Reimbursement	\$35.96
McKINNON COMPANY, INC.	Merchandise for Resale	\$4,914.57
MEDICA	Employee Benefit	\$1,472.95
MN DOR - PAYROLL TAX	Payroll Taxes	\$207.24
MN MUNICIPAL BEVERAGE ASSN.	Dues & Subscriptions	\$640.00
OTTERTAIL POWER CO.	Electricity	\$298.15
PAYROLL	Wages	\$5,435.01
P.E.R.A. - SDR DIVISION	Employee Benefit	\$987.36
PEPSI-COLA **	Merchandise for Resale	\$169.85
PERHAM LINEN	Operating Supplies	\$122.68
PHILLIPS WINE & SPIRITS	Merchandise for Resale	\$4,915.56
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$2,033.32
TV BOOSTER CLUB	Donation	\$404.79
TWIN VALLEY TIMES	Dues & Subscriptions	\$35.00
USABLE LIFE	Employee Benefit	\$13.90
	Liquor Fund Total	\$45,281.90
DAKOTA PLAYGROUND	Splash Park Equipment	\$39,608.00
	Splash Park Fund Total	\$39,608.00
UNITED VALLEY BANK	EDA Loan	\$74,505.00
	EDA Fund Total	\$74,505.00
RICHARD SEIDEL	Repairs & Maintenance	\$137.99
	Memorial Gardens	\$137.99
	TOTAL DISBURSEMENTS	\$216,555.35

COMMUNITY—Prior to Council meeting the Twin Valley Garden Club requested assistance with the addition of a concrete slab to the new pavilion structure at the City park along Highway 32 and Main Ave. MB/ML-m/s/p to approve spending \$1,000 towards the project.

FIRE/RESCUE—Gall reported 1 fire call (accident) and 8 rescue calls. ND/JP-m/s/p to approve sending up to 3 members to Trauma Tactics training in October for \$140.00 each. Gall explained current issues with radio tower near Flom causing new pagers to not receive pages. Unsure if tower was hit by lightning or if there are other issues. Discussed who is responsible for the tower and repairs to the antenna as necessary and possibly contacting the City's insurance if repairs are the responsibility of the City.

LIQUOR—Johnson reported on behalf of Skaurud. Gross Sales \$46,717.95, ATM revenue \$300.00.

PUBLIC WORKS—ND/JP-m/s/p to approve keeping Seasonal employee Fred Thornton as a part-time employee throughout the winter on an as needed basis to assist with snow removal and other needs of the department. Council received three quotes to install solar panels at the water treatment plant site. Cedar Creek Energy, \$120,413. Zenergy, LLC, \$132,055. All Energy Solar, \$144,650. Otter Tail Power rebates are estimated to cover up to half of the cost of installation. Return on investment estimates were not immediately available. Project will not be connected to the rehabilitation of the water treatment plant itself. Council requested Clerk look into financing options for future discussion. Brian Hiles arrived at meeting later in the evening and further explained options. There is currently no timeframe for installation, but he would estimate next spring or summer. Hiles will contact the lowest bidder to see if price can be locked in.

EDA/PARKS—Fall reported on EDA/Parks meeting held prior to Council. Member Dan Buckle submitted his resignation from the committee. Council expressed gratitude for his years of service and will be looking for a new member to replace him. Committees are still progressing on splash park, Mayor Fall has contacted Ulteig to possibly become a project manager.

OLD BUSINESS—Prior to meeting Mayor Fall was contacted by Denise Bentley on behalf of Congregate housing and the Valley Pines to inquire if the City had made any decisions on providing assistance, such as maintenance and snow removal. Currently the City already assists the facility by providing monthly telephone services through Arvig. Askelson voiced concern over lack of equipment and time during snow emergencies as well as concerns over liability and insurance. Currently employees from the Halstad Living center are taking care of maintenance at the Valley Pines, and it was brought to the Council’s attention that there were not intentions of removing this service. Multiple Council members voiced concerns about setting a precedence by providing services to private businesses. The consensus of the Council was that the City cannot take responsibility for the maintenance of privately-owned property.

POLICE—Douville reported 69 calls for the month of August. Council was given notification that the Twin Valley Police Department passed a compliance review from the Minnesota POST Board. Six sealed bids were received for the purchase of the 2006 Dodge Durango. Mayor Fall opened & presented the bids as follows: (1) B. Thronson-\$1,500, (2) A. Kiesow-\$1,651, (3) J. Eggen-\$2,325, (4) K. Wilsey-\$2,160, (5) D. Carlson-\$900, (6) D. Buckle-\$2001. ND/MB-m/s/p to accept highest bid from Jason Eggen. Clerk will contact to transfer Title.

FINANCIALS— Council was e-mailed financial statements for August prior to meeting, no concerns addressed. Council discussed setting a preliminary tax levy for 2020. In previous years the Council has set an initial increase of 15% to discuss further at a Budget Work Session in December. Councilmember Bolton motioned to set a preliminary increase of 15%, seconded by Pearson the following resolution was introduced.

RESOLUTION 2019—14

A RESOLUTION ADOPTING THE 2020 PROPOSED TAX LEVY AND BUDGET FOR THE CITY OF TWIN VALLEY 2020 FISCAL YEAR

WHEREAS, the Twin Valley City Council reviewed the current General Fund Budget for the 2019 Fiscal Operating Year and has determined that a proposed percentage of fifteen percent (15%) will be levied against the property taxes at this time, with a work session to be held in December to revise; and

WHEREAS, the City must certify the Proposed 2020 Levy to the Norman County Auditor by September 30, 2019; and

WHEREAS, the City of Twin Valley will hold a final tax levy hearing at at 6:30 PM on December 9, 2019; and certify the Final Levy to the Norman County Auditor and the State of Minnesota no later than December 28, 2019.

THEREFORE, BE IT RESOLVED by the City Council of the City of Twin Valley that the following proposed sums are to be levied for the 2020 Collectible year, upon taxable properties in the City of Twin Valley, for the following purposes:

GENERAL FUND	\$ 161,708
2012A Utility Revenue & Refunding	\$ 22,000
LONG TERM CAPITAL FUND	\$ 10,000
TOTAL PROPOSED LEVY	\$ 193,708

Upon a roll call vote the following members voted in favor: Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer, and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 9th day of September, 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

NEW BUSINESS—ND/ML-m/s/p to approve purchasing \$50.00 ad in the Twin Valley Times Titan Calendar. ML/ND-m/s/p to approve building permit request from R. Landreth to replace an existing outbuilding with new 15' x 20' structure. ND/ML-m/s/p to approve building permit request from P. Boreen to construct new 2 door garage, 20' x 24' in rear yard. ND/ML-m/s/p to donate \$150.00 to the Norman County DAC. Council took no action on a request from the North Country Good Bank for monetary support.

Meeting adjourned at 8:01 p.m. JP/ND-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

* * * * *

* * * * *

* * * * *

* * * * *

**MONDAY, OCTOBER 14, 2019 – REGULAR MONTHLY MEETING
TWIN VALLEY COMMUNITY CENTER – 7:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer

OTHERS: Kerry Askelson, Mark Askelson, John Gall, Lori Skaurud, Jason Douville, Kendell Harrell, Jason Murray, Kristi Martinson, Amanda Marquardt.

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, October 14, 2019. Mayor Fall called the meeting to order at 7:00 PM.

ADDITIONS TO AGENDA ND/JP-m/s/p to approve the following additions 1) Wild Rice Conservation Club offsite gambling permit, 2) Request from KRJB, 3) Personnel Policy Review.

MONTHLY BUSINESS

Minutes—ML/ND-m/s/p to approve the minutes from 09/09/19 regular meeting as written.

Disbursements—MB/JP-m/s/p to approve claims for 09/10/19-09/30/19 totaling \$34,833.39 and 10/01/19-10/14/19 totaling \$33,731.04 as well as the following payroll periods 08/25/19-09/07/19 for \$10,532.44, 09/08/2019-09/21/2019 for \$11,406.65 and 09/22/19-10/05/19 for \$10,155.39 with a disbursement total for \$100,658.91.

VENDOR	DESCRIPTION	AMOUNT
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$238.93
ARVIG	Telephone/Internet	\$581.59
BOUND TREE MEDICAL LLC	Operating Supplies	\$148.69
BUCKLE'S HARDWARE	Repair & Maintenance	\$663.54
BUREAU OF CRIM. APPREHENSION	Professional Service	\$180.00
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$2,310.17
DAKOTA PLUMBING	Repair & Maintenance	\$151.50
DOUGLAS UMPHREY	Repair & Maintenance	\$331.05
DUWAYNE OLSON	Contracted Service	\$384.75
EFTPS-ONLINE	Payroll Taxes	\$3,717.43
FURTHER	Employee Benefit	\$1,094.22
GOODIN COMPANY	Repairs	\$510.12
LAW ENFORCEMENT TECHNOLOGY GROUP	Professional Service	\$150.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$40.61
MEDICA	Employee Benefit	\$3,230.29
MN DOR - PAYROLL TAX	Payroll Taxes	\$807.51
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Service	\$550.00
NORMAN COUNTY DAC	Donation	\$150.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$392.39
OTTERTAIL POWER CO.	Electricity	\$2,540.44
PAYROLL	Wages	\$17,529.58
P.E.R.A. - SDR DIVISION	Employee Benefit	\$4,535.91
RACHEL JOHNSON	Reimbursement	\$36.74
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$55.00
TEAM LABORATORY CHEMICAL CORP.	Operating Supplies	\$312.50
TWIN VALLEY TIMES	Publishing	\$273.33
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Telephone/Internet	\$393.51
	General Fund Total	\$41,331.25
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$81.52
ARVIG	Telephone/Internet	\$112.55
BUCKLE'S HARDWARE	Repair & Maintenance	\$91.07
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$423.27
CORE & MAIN LP	Operating Supplies	\$2,310.36
DAVID DROWN ASSOC., INC.	Professional Service	\$125.00
EFTPS-ONLINE	Payroll Taxes	\$958.05
FURTHER	Employee Benefit	\$290.61
JAMIE & KRAIG THORNTON	Reimbursement	\$5.70
MEDICA	Employee Benefit	\$1,275.35

MN DOR - PAYROLL TAX	Payroll Taxes	\$155.52
MN DOR - SALES & USE TAX	Sales Tax	\$201.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$24.41
OTTERTAIL POWER CO.	Electricity	\$849.43
PAYROLL	Wages	\$3,165.25
P.E.R.A. - SDR DIVISION	Employee Benefit	\$740.26
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
USABLE LIFE	Employee Benefit	\$13.62
VERIZON WIRELESS	Telephone/Internet	\$68.66
	Water Fund Total	\$10,964.13
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$81.52
ARVIG	Telephone/Internet	\$112.56
BUCKLE'S HARDWARE	Repair & Maintenance	\$87.58
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$126.12
DAVID DROWN ASSOC., INC.	Professional Service	\$125.00
EFTPS-ONLINE	Payroll Taxes	\$958.04
FURTHER	Employee Benefit	\$290.61
LEAGUE OF MN CITIES INS TRUST	Insurance	\$45.00
MEDICA	Employee Benefit	\$1,275.35
MJM NYSETVOLD INC.	Contracted Service	\$1,394.33
MN DOR - PAYROLL TAX	Payroll Taxes	\$155.54
OFFICE SUPPLIES PLUS*	Operating Supplies	\$23.41
OTTERTAIL POWER CO.	Electricity	\$98.86
PAYROLL	Wages	\$3,165.25
P.E.R.A. - SDR DIVISION	Employee Benefit	\$740.21
RMB ENVIRONMENTAL LABS, INC.	Professional Service	\$140.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$68.66
	Sewer Fund Total	\$8,974.14
MN DOR - SALES & USE TAX	Sales Tax	\$1,235.00
	Garbage Fund Total	\$1,235.00
ARVIG	Telephone/Internet	\$215.33
BANKCARD CENTER	Operating Supplies	\$36.60
BERGSETH BROS.	Merchandise for Resale	\$1,080.40
BEVERAGE WHOLESALERS	Merchandise for Resale	\$146.50
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$528.24
BUCKLE'S HARDWARE	Repair & Maintenance	\$8.40
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$233.50
COMMUNITY CO-OPS-Lake Park	Natural Gas/Fuel Charges	\$40.00
D-S BEVERAGES	Merchandise for Resale	\$3,595.13
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$46.60
EFTPS-ONLINE	Payroll Taxes	\$2,044.46
FURTHER	Employee Benefit	\$220.00
GOODIN COMPANY	Repair & Maintenance	\$138.67
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$198.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$626.20
HENRY'S FOODS INC.	Merchandise for Resale	\$815.94
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$729.82
LORI J. SKAURUD	Reimbursement	\$25.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,181.70
MEDICA	Employee Benefit	\$1,472.95
MN DOR - PAYROLL TAX	Payroll Taxes	\$307.54
MN DOR - SALES & USE TAX	Sales Tax	\$7,410.00
NANCY CROMPTON, OWNER	Merchandise for Resale	\$978.90
OTTERTAIL POWER CO.	Electricity	\$882.18
PAYROLL	Wages	\$8,234.40
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,472.19
PEPSI-COLA **	Merchandise for Resale	\$162.75
PERHAM LINEN	Operating Supplies	\$83.19
PHILLIPS WINE & SPIRITS	Merchandise for Resale	\$3,287.35

RHODA HABEDANK	Entertainment	\$200.00
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$330.50
TWIN VALLEY TIMES	Publishing/Advertising	\$145.45
USABLE LIFE	Employee Benefit	\$13.91
WINE MERCHANTS	Merchandise for Resale	\$62.09
	Liquor Fund Total	\$38,154.39
	Disbursement Total	\$100,658.91

DDA 2013A REFUNDING—Jason Murray addressed the Council on behalf of David Drown Associates to present a preliminary analysis for the refunding of the City's 2013A bonds. The first call date for these bonds is set for 02/01/2020, at which time the remaining amount will be \$1,970,000. Based on current interest rates, refinancing this outstanding debt will save the city roughly \$143,000 in interest costs over the life of the debt. Murray explained that should the Council decide to go ahead with refinancing the debt that he would reach out to Briggs and Morgan to draft a Bond Purchase Agreement. Murray explained that with the interested bank, the City could lock in an interest rate of 2.65%. The Council agreed that there was no reason why the City should not pursue a better interest rate, MB/JP-m/s/p to authorize Briggs and Morgan to draft a Bond Purchase Agreement. The Council will hold a special meeting on Wednesday 10/30/19 at 6:00PM to approve the agreement and move forward with refinancing. Murray will be in contact with Clerk Johnson to facilitate.

POTENTIALLY DANGEROUS DOG—Kristi Martinson came before the Twin Valley City Council to discuss her dog, Bear, being deemed potentially dangerous by the Twin Valley Police Department. On 09/17/19 Officer Matteson responded to a call in regards to said animal biting a woman. The animal was identified as Martinson's one-year old, mixed breed, male dog, Bear. At the time of this incident the animal was declared potentially dangerous and a notice was drafted by Clerk Johnson to Martinson informing her of the procedure that the City requires owner's of potentially dangerous animals to abide by. Martinson did not previously respond to this notice, however did inform Council that it had been received. Douville reported to Council on a second incident having transpired since the original incident in which the animal was found running at large near the grocery store. Douville was able to back the dog back into Martinson's residence without further incident. Martinson explained to council that since the first incident she has purchased a stronger chain to restrain the animal, as well as a shock collar to work with the animal on training and behavior. Martinson plans to have the animal neutered as well in the near future. Martin explained to Council that this animal has never shown any anger towards her or her family members.

Mayor Fall reviewed the police report as well as the City ordinance in regards to Dangerous and Potentially Dangerous animals. In accordance with City Ordinance 91.11 a Potentially Dangerous Dog is defined as a dog that (1) Has when unprovoked, inflicted a bite on a human or domestic animal on public or private property; (2) Has when unprovoked, chased or approached a person, including a person on a bicycle, upon the streets, sidewalks or any public or private property, other than the owner's property in apparent attitude of attack; or (3) Has a known propensity, tendency or disposition to attack unprovoked, causing injury or otherwise threatening the safety of humans or domestic animals. Dog's declared as potentially dangerous are required to be licensed by the City of Twin Valley as such. The City will issue a license only if the owner presents sufficient evidence that:

- (a) There is a proper enclosure;
- (b) The owner has paid the annual license fee;
- (c) The owner has had a microchip identification implanted in the potentially dangerous dog. The name of the microchip manufacturer and identification number of the microchip must be provided to the city.

Owners of potentially dangerous dogs must keep the animal properly enclosed or leashed and physically restrained by an adult.

Council members discussed the differences between a Dangerous Animal and a Potentially Dangerous Animal and it was decided that for the current time the Council would not increase the determination from potentially dangerous to dangerous. JP/ND-m/s/p to accept the police determination of Potential Dangerous and give Martinson until 10/28/19 to come into compliance with City Ordinance.

LIBRARY LINK—Prior to meeting, management from the Library Link was in contact with City staff about the possibility of relocating the link site from where they are currently located at the Valley Pines for financial reasons. MB/ML-m/s/p to allow the Link Site to be set up in the Municipal Center. ND/ML-m/s/p to approve Clerk Johnson to use outstanding budgeted Capital Outlay funds to purchase new ceiling tiles and new flooring for the center. Dobbmeyer also suggested a paint update should time allow.

FIRE/RESCUE—Gall reported 7 rescue calls and 1 fire call. Gall had previously applied for a grant through the MN DNR to purchase Wildland Personal Protective Equipment and Radios/Pagers for \$5,000.00 and was awarded \$3,000.00. The grant requires the City provide 50/50 match. Councilmember Dobbmeyer motioned to accept and

match grant funds to purchase Wildland PPE and Radios for the Twin Valley Fire Department seconded by councilmember Lampton the following resolution was introduced.

RESOLUTION 2019—15

A RESOLUTION TO ACCEPT AND MATCH GRANT FUNDS FROM THE MINNESOTA DNR FOR THE PURPOSE OF PURCHASING WILDLAND PERSONAL PROTECTIVE EQUIPMENT AND RADIOS/PAGERS

BE IT RESOLVED that the City of Twin Valley does hereby accept and agree to match grant funding up to \$3,000.00 for the purchase of Wildland Personal Protective Equipment and/or Radios and Pages for use by the Twin Valley Fire Department, in full agreement with Grant Contract No. 166428 as provided by the State of Minnesota Department of Natural Resources.

Upon a roll call vote the following members voted in favor: Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer, and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 14th day of October, 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

POLICE—Douville reported 54 calls for the month of September. Will be transitioning all evidence to the newly constructed evidence room in the coming week. Part time police officer Volker has completed road course training. Part time Police officer Bentley has been putting in hours occasionally and Douville has no concerns with continued employment at this time.

LIQUOR—Skaurud reported gross sales of \$37,504.56 for September with ATM revenue of \$240.00. Updated Council on previous and upcoming events. Planning to be open the first Sunday of hunting with a possible soup meal available. Requested approval to purchase a new cash register for the community center, estimated to cost around \$500.00, ND/MB-m/s/p to approve. Discussed kitchen update plans, council agreed to table discussion until further notice as to not create any competition with the current Café. The American Legion is bringing electronic pull tabs to the liquor store, MB/ND-m/s/p to approve spending up to \$400.00 on a new television to use as a monitor.

Discussed current City Personnel Policy in regards to Sick Leave. Clerk suggested a subcommittee of the Council get together to review policy with Skaurud and bring any suggested updates or changes to the Council at a later date for approval. Skaurud explained current concerns with Sick-time use to Council. Council discussed policy and made no decisions or actions.

PUBLIC WORKS—Askelson reported the new generator is fully installed and operational.

WATER TREATMENT PLANT PROJECT—Council was presented with the final bond purchase and project loan agreement from the Minnesota Public Facilities Authority in conjunction with the water treatment plant rehabilitation project. The funding from the PFA is set at \$1,196,280 Principal Forgiveness Grant with a \$299,070 Drinking Water Revolving Fund Loan for a term of 30 years. Council Member Dobmeyer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2019—16

RESOLUTION ACCEPTING THE OFFER OF THE MINNESOTA PUBLIC FACILITIES AUTHORITY TO PURCHASE A \$299,070 GENERAL OBLIGATION WATER REVENUE NOTE OF 2019, PROVIDING FOR ITS ISSUANCE AND AUTHORIZING EXECUTION OF A BOND PURCHASE AND PROJECT LOAN AGREEMENT

The motion for the adoption of the foregoing resolution was duly seconded by member Lampton and, after full discussion thereof and upon a vote being taken there on, the following voted in favor thereof:

Benjamin Fall, Joel Pearson, Michael Bolton, Michael Lampton, and Nathan Dobmeyer.

and the following voted against the same: None.

Whereupon the resolution was declared duly passed and adopted. *A full copy of the above reference resolution is available for review at the City Clerk's office.*

Construction agreements with KHC for the rehabilitation were also signed. Work is set to begin before November 1st. ND/JP-m/s/p to approve contractor's application for payment #1, amounting to \$33,702.20. To be paid once funding through the PFA is finalized.

SOLAR PANEL PROJECT—Distributed solar workbook from Otter Tail Power Company, showing information on the rate of return for the \$120,000 investment into the solar system, should the Council accept quote from Cedar Creek Energy. With the estimated rebate of \$49,375 from Otter Tail Power Company, the system has an eighteen year break even point. Solar panels are estimated to have a 30-year usable life, resulting in an estimated 12 years of profit. Council questioned how the City would fund this project. Clerk suggested applying for a micro loan through Minnesota Rural Water. Council discussed where funds would come from to make payments on loan. Requested clerk contact engineers to discuss a rate study for the current water system.

Brief discussion on current Water and Sewer financial statements. Current statements reflect a loss for both funds.

Council addressed Part-time Public Works employee. Questioned continual work since previous meeting when it was discussed that employee would be utilized on an 'as needed' basis. Askelson explained that employee has been here on an off as there are still tasks that need to be completed.

Multiple buildings were damaged as a result of the hail storm that hit town in mid-August. Clerk explained that two buildings (lagoon pump house and skating warming house) were receiving repairs as a result of the insurance adjuster's review. At the time of loss, it was discovered the pump house and the lagoons are not currently covered under the City's property and loss insurance through the League of Minnesota Cities. Council questioned why this property was not included in the 2013 city property appraisal. Clerk informed council she has since double checked all City owned property to ensure proper insurance and has been in contact with the League of Minnesota Cities Insurance Trust to get current policy updated. Council requested to be kept informed of any future situations involving damages and repairs prior to work beginning.

EDA/PARKS—Fall reported on EDA/Parks meeting held prior to Council meeting. Committee discussed progression on the splash park planning, no bids have been received for contractors. Will be holding another meeting 11/13/19 at 6PM to decide whether to move forward with utilizing City Engineering for assistance and project management.

FINANCIALS— Council was e-mailed financial statements for September prior to meeting. Discussed current general fund budget status and expected receivables from the tax levy and local state aid for the remainder of 2019. Concern expressed over the budget overage for part time public works help.

NEW BUSINESS—ND/ML-m/s/p to approve building permit request from C. Hohnadel, 209 Main Ave E, to construct accessory building (pergola). ML/JP-m/s/p to approve building permit request from T. Dobmeyer, 104 Norman Ave NE to install car port, with a note to ensure structure is located far enough from the alley to allow for snow removal. Member Dobmeyer abstained from vote. Discussed building permit 2018-16 for T. Anderson to construct an out building. Fall and Dobmeyer were questioned previously on acceptable height of building. Original permit requested 12', building was built to 14'. Due to the property being zone agricultural, the building is still in compliance with City Ordinance. ND/ML-m/s/p to approve adjustment to original building permit update from 12' side walls to 14'.
MB/JP-m/s/p to approve advertising with KRJB for Fall Sports Tournaments on one station for \$340.00.
MB/ND-m/s/p to approve a permit to conduct off site gambling with no waiting period for the Wild Rice Conservation Club Supper, 01/25/20.

TAX FORFEITURE PROPERTIES— Council was given a list from the Norman County Auditor-Treasurer's office of the upcoming and previously tax forfeited parcels. Council discussed current forfeited parcels and the procedure for reassessment of specials should these sell. Council continues to maintain that the procedure for reassessment of specials to sold forfeiture properties will be on a case by case basis. Council member Pearson moved to release the one new property to the State to sell at public auction. Lampton seconded the foregoing motion and the following resolution was introduced.

RESOLUTION 2019—17
RESOLUTION APPROVING THE RELEASE OF TAX FORFEITED PARCELS LOCATED
WITHIN THE CITY OF TWIN VALLEY FOR PUBLIC AUCTION

WHEREAS; The City Council of the City of Twin Valley, County of Norman, State of Minnesota, has received notice from the Norman County Auditor-Treasurer that in accordance with MN Statute § 282.01 the City must approve the following list of parcels for public auction or request a conveyance to our City for public use; and

WHEREAS; the City Council of the City of Twin Valley does not wish to request conveyance of any of the tax-forfeited parcels to the City of Twin Valley for public use; and

WHEREAS, these parcels have been or will be forfeited to the State of Minnesota for non-payment of taxes; and

WHEREAS, any assessment balances on the parcel(s) are to remain on the parcel(s) and be due and payable to the City of Twin Valley for the remainder of the assessment term.

WHEREAS, Said Parcel hereby described as:

32-8303000 – Eric Dahlen Property (310 2nd St NW, Twin Valley, MN 56584)—N1/2 LOTS 5 & 6 BLK 1 ORIGINAL TOWNSITE

NOW, THEREFORE BE IT RESOLVED by the Twin Valley City Council, in compliance with M.S. 282.01 approves the sale of the aforementioned property at public auction.

Upon a roll call vote the following members voted in favor: Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobbmeyer, and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 14th day of October, 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

FYI/OTHER—Council agreed to move November Council meeting to 11/04/19 at 7:00PM.

Meeting adjourned 9:15pm MB/JP-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * * * * * * * * * * * * * * * * * * * * * *

**WEDNESDAY, OCTOBER 28, 2019 – REGULAR MONTHLY MEETING
TWIN VALLEY COMMUNITY CENTER – 6:00 PM**

MEMBERS: Ben Fall, Mike Bolton, Mike Lampton **ABSENT:** Nate Dobbmeyer, Joel Pearson

Pursuant to due call, a regular or special meeting of the City Council of the City of Twin Valley, Norman County, Minnesota, was duly held at the City Hall on October 30, 2019, at 6:00 P.M., for the purpose, in part, of authorizing the issuance and awarding the sale of a \$2,013,000 General Obligation Utility Revenue Refunding Note, Series 2019B.

Council briefly discussed the multiple financial advisors that have reached out Clerk Johnson in regards to the refinancing of 2013a Bonding. Council has been pleased with work done by David Drown and Associates in the past acting as the City’s financial advisor. Mayor Fall was also pleased with the prospective purchaser, Bremmer Bank, out of Crookston and felt strongly about keeping our business in the ‘local’ market.

Member Michael Bolton introduced the following resolution and moved its adoption:

**RESOLUTION 2019—18
RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF A \$2,013,000 GENERAL OBLIGATION UTILITY
REVENUE REFUNDING NOTE, SERIES 2019B AND PLEDGING NET REVENUES FOR THE SECURITY AND
PAYMENT THEREOF**

The motion for the adoption of the foregoing resolution was duly seconded by member Michael Lampton and, after a full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof: Michael Bolton, Michael Lampton, and Benjamin Fall.

and the following voted against the same: None.

Whereupon the resolution was declared duly passed and adopted.

A full copy of the duly executed Resolution and payment schedule for debt is available for review at the Office of the Clerk.

Meeting adjourned, MB/ML-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * * * * * * * * * * * * * * * * * * * * * *

**MONDAY, NOVEMBER 4, 2019 – REGULAR MONTHLY MEETING
TWIN VALLEY COMMUNITY CENTER – 7:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobbmeyer
OTHERS: Kerry Askelson, Mark Askelson, John Gall, Jason Douville, Kendell Harrell, Marijo Vik, Brian Osowski

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, November 4, 2019. Mayor Fall called the meeting to order at 7:00 PM.

ADDITIONS TO AGENDA ND/MB-m/s/p to approve the following additions to the agenda— 1) Booster’s Club Request. 2) Outstanding W/S/G billings for assessment.

MONTHLY BUSINESS

Minutes—JP/ML-m/s/p to approve minutes from 10/14/19 and 10/30/19 as written.

Disbursements—MB/ND-m/s/p to approve claims for 10/15/19 – 10/31/19 for \$36,964.02 and 11/01/19 – 11/06/19 for \$108,762.07 and payroll periods 10/06/19 – 10/19/19 for \$11,303.09 and 10/20/19 – 11/02/19 for \$10,085.63 for a disbursement total of \$167,114.81.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
ADA BUILDING CENTER, INC.	Repairs & Maintenance	\$1,678.30
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$257.46
ARVIG	Telephone/Internet	\$700.85
BANKCARD CENTER	Operating Supply	\$999.24
BIR-PERFORMANCE DRIVING SCHOOL	Training	\$550.00
BOUND TREE MEDICAL LLC	Operating Supplies	\$98.59
BRENDA DOBMEYER	Travel Reimbursement	\$46.40
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
DUWAYNE OLSON	Contracted Services	\$384.75
EFTPS-ONLINE	Payroll Taxes	\$2,277.08
FURTHER	Employee Benefit	\$600.86
GERRY'S FOODS, INC	Operating Supply	\$6.98
KRISTOPHER CHILTON	Repairs & Maintenance, Contracted	\$1,100.00
KRJB FM RADIO	Advertising	\$340.00
MARCO TECHNOLOGIES LLC	Contracted Services	\$40.61
MEDICA	Employee Benefit	\$2,718.01
MN DOR - PAYROLL TAX	Payroll Taxes	\$507.46
M-R SIGN CO., INC.	Capital Outlay	\$3,214.95
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$617.53
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$149.13
OTTERTAIL POWER CO.	Electricity	\$2,523.12
PAYROLL	Employee Wages	\$11,326.81
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,348.71
RACHEL JOHNSON	Reimbursement	\$55.96
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$55.00
TEAM LABORATORY CHEMICAL, LLC	Operating Supplies	\$350.00
TRI-STATE DIVING	Repairs & Maintenance	\$329.10
TWIN VALLEY POSTMASTER	PO Box Rent	\$76.00
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Telephone/Internet	\$35.01
VOL. FIREFIGHTER'S BENEFIT ASSN-MN	Dues/Subscriptions	\$140.00
	GENERAL FUND TOTAL	\$35,431.71
NORTHVIEW BANK	2012A Bond Payment	\$60,003.00
	2012A BOND FUND TOTAL	\$60,003.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$82.54
ARVIG	Telephone/Internet	\$112.55
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$65.99
BANKCARD CENTER	Operating Supplies	\$16.42
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
CORE & MAIN LP	Repairs & Maintenance	\$526.79
EFTPS-ONLINE	Payroll Taxes	\$633.40
FURTHER	Employee Benefit	\$158.43
GOPHER STATE ONE-CALL	Contracted Service	\$25.00
HAWKINS, INC.	Professional Fee	\$469.34
KRISTOPHER CHILTON	Repairs & Maintenance, Contracted	\$2,200.00
MEDICA	Employee Benefit	\$1,019.21
MN DOR - PAYROLL TAX	Payroll Taxes	\$95.23
OTTERTAIL POWER CO.	Electricity	\$997.27
PAYROLL	Employee Wages	\$2,104.50
P.E.R.A. - SDR DIVISION	Employee Benefit	\$490.84
RACHEL JOHNSON	Reimbursement	\$23.94
SOFTLINE DATA, INC.	Operating Supplies	\$111.50

TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
TEAM LABORATORY CHEMICAL, LLC	Operating Supplies	\$350.00
USABLE LIFE	Employee Benefit	\$13.62
	WATER FUND TOTAL	\$9,673.68
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ADA BUILDING CENTER, INC.	Repairs & Maintenance	\$1,644.08
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$82.54
ARVIG	Telephone/Internet	\$112.56
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
EFTPS-ONLINE	Payroll Taxes	\$633.40
FURTHER	Employee Benefit	\$158.43
GOPHER STATE ONE-CALL	Contracted Service	\$25.00
MEDICA	Employee Benefit	\$1,019.21
MN DOR - PAYROLL TAX	Payroll Taxes	\$95.24
NORMAN CO. HTG.& COOLING	Repairs & Maintenance	\$621.30
OTTERTAIL POWER CO.	Electricity	\$121.15
PAYROLL	Employee Wages	\$2,104.50
P.E.R.A. - SDR DIVISION	Employee Benefit	\$490.83
RMB ENVIRONMENTAL LABS, INC.	Professional Fee	\$552.00
SOFTLINE DATA, INC.	Operating Supplies	\$111.50
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
USABLE LIFE	Employee Benefit	\$13.60
USABLUBOOK	Repairs & Maintenance	\$319.29
	SEWER FUND TOTAL	\$8,281.74
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$9,448.27
	GARBAGE FUND TOTAL	\$9,448.27
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ALCOHOL/GAMBLING ENFORCEMENT	Buyers Card	\$40.00
ARVIG	Telephone/Internet	\$215.08
BENJAMIN W. FALL	Reimbursement	\$150.32
BERGSETH BROS.	Merchandise for Resale	\$2,394.30
BEVERAGE WHOLESALERS	Merchandise for Resale	\$117.20
BNG TECHNOLOGIES, LLC	Contracted Services	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$1,328.64
CASH - CITY OF TWIN VALLEY	Starter Cash	\$500.00
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$212.25
DENISE ASKELSON	Employee Wages	\$109.11
D-S BEVERAGES	Merchandise for resale	\$11,592.22
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$46.60
EFTPS-ONLINE	Payroll Taxes	\$1,436.30
FURTHER	Employee Benefit	\$110.00
GERRY'S FOODS, INC	Merchandise for resale	\$243.59
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$590.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$622.50
HENRY'S FOODS INC.	Merchandise for Resale	\$2,564.32
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$1,374.76
McKINNON COMPANY, INC.	Merchandise for Resale	\$3,319.07
MEDICA	Employee Benefit	\$1,472.95
MIKE MORSE ACCOUSTIC	Contracted Service	\$400.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$193.29
OTTERTAIL POWER CO.	Electricity	\$738.16
PAYROLL	Employee Wages	\$5,852.91
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,040.82
PERHAM LINEN	Operating Supplies	\$83.19
PHILLIPS WINE & SPIRITS	Merchandise for Resale	\$3,436.55
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$2,349.79
USABLE LIFE	Employee Benefit	\$13.91
	LIQUOR FUND TOTAL	\$42,776.41
BRIGGS & MORGAN, PA	Professional Fee	\$1,500.00
	EDA FUND TOTAL	\$1,500.00
	DISBURSEMENT TOTAL	\$167,114.81

COMMUNITY—Brian Osowski from AMKO Advisors addressed the Council on behalf of Living Options, Inc. to request the City agree to continue acting as a conduit to refinance the 1998 Congregate Housing Revenue Bonds. These bonds were issued to finance the construction of and equipping of a 16-unit congregate housing project in the City (the Normandy) and a 16-unit congregate housing project in Halstad. Osowski first addressed Council in March at which time the Council agreed they would entertain a proposal to assist with the refinancing of said debt. Osowski explained that there was some difficulty finding a lender to purchase the outstanding bonds, however Northwestern Bank has since agreed. As well as refinancing the debt, Living Options and AMKO are requesting to extend the maturity date for 15 years to help make payments more manageable. In order to refinance and extend the maturity a public hearing is required to allow for any concerns to be addressed from the community before the City agrees to move forward. Fall asked that leadership from Living Options be present at the Public Hearing should any concerns arise. Council agreed to hold a public hearing on December 9, 2019 at 6:00 PM to move forward. Councilmember Dobmeyer motioned, seconded by Pearson to approve the following resolution.

RESOLUTION 2019—19

A RESOLUTION GIVING PRELIMINARY APPROVAL TO THE ISSUANCE OF CONGREGATE HOUSING REVENUE REFUNDING BONDS, SUBJECT TO A PUBLIC HEARING. (LIVING OPTIONS, INC. PROJECT)

After a full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof: Joel Pearson, Michael Bolton, Nathan Dobmeyer and Benjamin Fall. (Michael Lampton abstained).

and the following voted against the same: None.

Whereupon the resolution was declared duly passed and adopted.

A full copy of the duly executed Resolution and payment schedule for debt is available for review at the Office of the Clerk.

A notice of public hearing will be published in the Twin Valley Times.

FIRE/RESCUE—Gall reported 0 fire calls and 4 rescue calls. MB/ND-m/s/p to approve sending two members of the rescue squad to EMT recertification training.

POLICE—Douville reported 63 calls. At the time of the Council meeting the Potentially Dangerous dog had not yet come into compliance with City requirements. Douville will follow up with Owner as necessary.

LIQUOR—Gross sales \$41,624.03 for the month. No ATM revenue reported due to the meeting being held too early in the month for the reports to have processed.

PUBLIC WORKS—Askelson reported work at the Water Treatment Plant has started. Will be entering into a maintenance contract with MN Pump Works for yearly maintenance at the Lagoons.

FINANCIALS—October financials for all City funds e-mailed to Council prior to meeting. No concerns.

NEW BUSINESS—ND/JP-m/s/p to approve a fund raiser/raffle permit for Zion Lutheran Church for the 2019 calendar year.

ND/ML-m/s/p to approve assessment of the following past due utility billings against property taxes for said parcels:

32-8364000	Kim Fox-Mainstreet Bar	112 Main Ave W	\$373.07
32-8366000	Kim Fox-Mainstreet Restaurant	112 Main Ave W	\$373.07
32-8450000	Jud Komrosky	403 Pleasant Ave SW	\$702.70
32-8526000	Jodi Garza	107 Hanson Ave SW	\$302.86
32-8505000	Jodi Garza	100 Hanson Ave SW	\$302.86
32-8300000	Jodi Garza	307 1 st St NW	\$302.86
		TOTAL	\$2,357.42

MB/JP-m/s/p to approve a \$100.00 donation to the TV Community Booster Club for the Holiday Booster Bucks Giveaway and the Holiday Lighting Contest.

FYI/OTHER—Council set December Budget Meeting for 12/2/19 at 6:00PM. Truth in Taxation Hearing will be held on 12/9/19 at 6:30PM in the Community Center. Received thank you note from the Norman County DAC for the \$150.00 donation towards the new Sensory Room.

Meeting adjourned 7:28pm ND/JP-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY, DECEMBER 2, 2019 – 2018 BUDGET WORK SESSION MEETING
TWIN VALLEY COMMUNITY CENTER – 6:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer
OTHERS: Jason Douville, Kendell Harrell

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a special meeting to discuss the 2020 Proposed Budget. Mayor Fall called the meeting to order at 6:00 PM.

Copies of the clerk’s proposed 2020 General Fund budget disbursed to council. Reviewed all receipts and disbursements, which included current balances as of 11/26/19. Council revised several line items within the General Fund budget for a final proposed budget total of \$738,003, with a levy increase of 7.5% for 2020. Council will make a final review of the proposed budget at the Truth in Taxation public hearing set for Monday, December 9th at 6:30 PM prior to adoption which is set to be done during the regular meeting at 7PM.

Meeting adjourned at 8:04 PM, JP/ML-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY DECEMBER 9, 2019 – PUBLIC HEARING ON THE ISSUANCE OF CONGREGATE HOUSING REVENUE
REFUNDING BONDS
TWIN VALLEY MUNICIPAL CENTER – 6:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer
OTHERS: Brian Osowski, Angie Nelson, Mark Askelson

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held a Public Hearing on the issuance of congregate housing revenue refunding bonds on Monday, December 9, 2019. Mayor Fall called the hearing to order at 6:05 PM.

No citizens of Twin Valley attended hearing to discuss the proposed refinancing of the original 1998 bonding project for the Twin Valley Normandy and the Halstad Heritage House. Osowski briefly recapped the purpose of refinancing the project—to lower the interest rates and extend the term of the original bond. Nelson was available for any questions.

Mayor Fall called for a motion to adjourn hearing at 6:20 PM. Motion by Dobmeyer, second by Pearson to close hearing.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * *

**MONDAY DECEMBER 9, 2019 – TRUTH IN TAXATION, PUBLIC HEARING
TWIN VALLEY MUNICIPAL CENTER – 6:30 PM**

MEMBERS: Ben Fall, Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer
OTHERS: Mark Askelson, Kendell Harrell, Jason Douville, Bob Gunnufson Jr, Rhoda Pantaleo, Audrey Airhart

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its Truth in Taxation Public Hearing on Monday, December 9, 2019. Mayor Fall called the hearing to order at 6:30 PM.

Rhoda Pantaleo addressed the Council with concerns over the increase of her overall property value for 204 Norman Ave NW. Pantaleo previously had written a letter to Norman County with her concerns, however had not received a response. Expressed concerns over the current disrepair of the home, Pantaleo had planned to have home demolished as she is able. Council questioned if the Board of Appeals was able to make any adjustments outside of the Board of Appeal hearing held in May. Johnson will contact the County for direction. Audrey Airhart also approached council on the increase of property value for an empty lot. Council explained the reevaluation of all properties in Twin Valley that occurred in 2018-2019.

No issues were address in concern to the increase in tax levy for the 2020 year, originally proposed at 15%. Mayor Fall called for a motion to adjourn hearing at 6:45 PM. Motion by Lampton, second by Bolton to close Truth in Taxation Hearing.

Attest: _____
 RACHEL JOHNSON, CLERK TREASURER

Signed: _____
 BENJAMIN FALL, MAYOR

* * * * *

**MONDAY, December 9, 2019 – REGULAR MONTHLY MEETING
 TWIN VALLEY COMMUNITY CENTER – 7:00 PM**

MEMBERS: Ben Fall, Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer
OTHERS: Kerry Askelson, Jason Douville, John Gall, Lori Skaurud, Kendell Harrell, Bob Gunnufson Jr, Mark Askelson, Kent Fuchs & Dave.

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, December 9, 2019. Mayor Fall called the meeting to order at 7:00 PM.

CITIZENS FORUM—Bob Gunnufson Jr approached Council to request that the Public Works crew clean the side walk along Highway 32 past Cenex and out front of the PLANX store.

ADDITIONS TO AGENDA ND/ML-m/s/p to approve the following addition to the agenda since original posting— Request to purchase coffee carafes.

MONTHLY BUISNESS

Minutes—ND/JP-m/s/p to approve minutes from 11/04/19 regular meeting as written.

Disbursements—MB/JP-m/s/p to approve claims from 11/07/19-11/30/19 for \$37,325.33 and 12/01/19-12/09/19 for \$365,362.62 as well as payroll for 11/03/19-11/16/19 for \$11,779.25 and 11/17/19-11/30/19 for \$10,669.09 for a disbursement total of \$425,136.29.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$257.46
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$287.98
BANKCARD CENTER	Operating Supplies	\$181.10
BRENDA DOBMEYER	Reimbursement & Training	\$586.15
BUCKLE'S HARDWARE	Repairs & Maintenance	\$1,392.68
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$1,252.10
DAKOTA PLUMBING	Repairs & Maintenance	\$1,080.00
EFTPS-ONLINE	Payroll Taxes	\$2,311.81
FURTHER	Employee Benefit	\$600.86
GERRY'S FOODS, INC	Operating Supplies	\$62.49
GOVOFFICE	Professional Service	\$475.00
JULIN LAW OFFICE, PLLC	Professional Service	\$94.50
MARCO TECHNOLOGIES LLC	Contracted Service	\$46.61
MASON HENDRICKS	Contracted Service	\$2,500.00
MATTHEW JOHNSON	Reimbursement	\$561.84
MEDICA	Employee Benefit	\$2,718.01
MN DOR - PAYROLL TAX	Payroll Taxes	\$492.10
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Service	\$550.00
NORTHWEST BEVERAGE	Contracted Service	\$21.25
NW REGIONAL FIREFIGHTERS ASSN	Miscellaneous Dues	\$35.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$56.41
OTTERTAIL POWER CO.	Electricity	\$3,265.73
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,184.49
PAYROLL	Employee Wages	\$11,327.55
PLANX	Capital Outlay	\$2,588.38
PRODUCTIVITY PLUS ACCOUNT	Repairs & Maintenance	\$63.33
STREICHER'S, INC.	Operating Supplies	\$59.99
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$55.00
TERRI THORNTON	Reimbursement	\$45.05
TWEETON REFRIGERATION, INC.	Repairs & Maintenance	\$355.18

U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$500.00
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Telephone/Internet	\$314.37
WEBBER FAMILY MOTORS & QUICKLANE	Repairs & Maintenance	\$352.20
WES'S TRUCK INSPECTION & REPAIR	Repairs & Maintenance	\$1,459.35
	General Fund Total	\$39,487.77
BRIGGS & MORGAN, PA	Professional Service	\$8,500.00
DAVID DROWN ASSOC., INC.	Professional Service	\$14,000.00
	2013A Bond Total	\$22,500.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$82.54
BRIGGS & MORGAN, PA	Professional Service	\$5,000.00
BUCKLE'S HARDWARE	Repairs & Maintenance	\$78.36
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$208.00
CORE & MAIN LP	Repairs & Maintenance	\$1,246.15
DAKOTA PLUMBING	Repairs & Maintenance	\$432.49
EFTPS-ONLINE	Payroll Taxes	\$644.98
FURTHER	Employee Benefit	\$158.43
HAWKINS, INC.	Professional Fee	\$10.00
KHC CONSTRUCTION, INC.	Contracted Service	\$177,741.38
MEDICA	Employee Benefit	\$1,019.21
MN DEPT. OF HEALTH	Professional Fee	\$607.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$201.95
MN DOR - SALES & USE TAX	Sales Tax	\$73.00
OTTERTAIL POWER CO.	Electricity	\$1,291.68
P.E.R.A. - SDR DIVISION	Employee Benefit	\$496.93
PAYROLL	Employee Wages	\$2,134.21
PRODUCTIVITY PLUS ACCOUNT	Repairs & Maintenance	\$63.33
TASTAD SAND & GRAVEL LLC	Repairs & Maintenance	\$120.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
THEIN WELL CO. INC	Contracted Service	\$195.00
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$200.00
ULTEIG ENGINEERS, INC.	Professional Service	\$98,746.54
USABLE LIFE	Employee Benefit	\$13.62
VERIZON WIRELESS	Telephone/Internet	\$34.35
	Water Fund Total	\$290,976.26
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$82.54
BANKCARD CENTER	Operating Supplies	\$213.15
BUCKLE'S HARDWARE	Repairs & Maintenance	\$82.86
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$118.01
EFTPS-ONLINE	Payroll Taxes	\$644.96
FURTHER	Employee Benefit	\$158.43
J & R WASTEWATER SERVICES INC.	Contracted Service	\$11,782.50
MEDICA	Employee Benefit	\$1,019.21
MN DOR - PAYROLL TAX	Payroll Taxes	\$97.93
OTTERTAIL POWER CO.	Electricity	\$145.97
P.E.R.A. - SDR DIVISION	Employee Benefit	\$496.93
PAYROLL	Employee Wages	\$2,134.21
PRODUCTIVITY PLUS ACCOUNT	Repairs & Maintenance	\$63.33
RMB ENVIRONMENTAL LABS, INC.	Professional Fee	\$91.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$200.00
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$34.36
	Sewer Fund Total	\$17,556.10
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$4,912.85
MN DOR - SALES & USE TAX	Sales Tax	\$1,321.00
	Garbage Fund Total	\$6,233.85
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08

BANKCARD CENTER	Operating Supplies	\$142.15
BERGSETH BROS.	Merchandise for Resale	\$3,175.90
BEVERAGE WHOLESALERS	Merchandise for Resale	\$103.70
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BUCKLE'S HARDWARE	Repairs & Maintenance	\$27.14
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$437.75
COMMUNITY CO-OPS-Lake Park	Natural Gas & Fuel Charges	\$44.57
D-S BEVERAGES	Merchandise for Resale	\$9,971.57
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$53.44
EFTPS-ONLINE	Payroll Taxes	\$1,756.06
FURTHER	Employee Benefit	\$110.00
GERRY'S FOODS, INC	Merchandise for Resale	\$139.79
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$454.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$893.55
HENRY'S FOODS INC.	Merchandise for Resale	\$1,549.09
JENS ANDERSON	Entertainment	\$300.00
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$164.76
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,268.75
MEDICA	Employee Benefit	\$1,472.95
MINNESOTA DEPT. OF HEALTH	Professional Fee	\$490.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$252.26
MN DOR - SALES & USE TAX	Sales Tax	\$8,590.00
NANCY CROMPTON, OWNER	Merchandise for Resale	\$418.00
OTTERTAIL POWER CO.	Electricity	\$851.76
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,162.49
PAYROLL	Employee Wages	\$6,852.37
PEPSI-COLA **	Merchandise for Resale	\$166.30
PERHAM LINEN	Operating Supplies	\$92.45
PHILLIPS WINE & SPIRITS	Merchandise for Resale	\$1,530.98
RICK ADAMS	Entertainment	\$500.00
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$2,810.62
TERRY MACKNER	Entertainment	\$400.00
TV BOOSTER CLUB	Donation	\$100.00
TWEETON REFRIGERATION, INC.	Repairs & Maintenance	\$317.82
TWIN VALLEY POSTMASTER	Rental Fee	\$76.00
U.S. POSTAL SERVICE (CMRS-FP)	Postage	\$100.00
USABLE LIFE	Employee Benefit	\$13.91
VICTOR LUNDEEN COMPANY	Operating Supplies	\$363.60
	Liquor Fund Total	\$48,382.31
	Disbursement Total	\$425,136.29

FUCHS SANITATION—Kent and Dave from Fuchs Sanitation presented Council with a proposed rate increase of \$1.44 per garbage collection, as well as a renewal contract for garbage collection services to be effective from 01/01/20 through 12/31/24. Council member Bolton motioned to accept the contract as presented, seconded by Council member Lampton, the following resolution was introduced.

RESOLUTION 2019—20

A RESOLUTION TO ENTER INTO A FIVE-YEAR CONTRACT WITH FUCHS SANITATION FOR THE PURPOSE OF GARBAGE AND REFUSE COLLECTION

WHEREAS, Fuchs Sanitation has submitted a proposal to the City of Twin Valley to provide for garbage and refuse collection and disposal; and

WHEREAS, the City Council of the City of Twin Valley has agreed to award this contract to Fuchs Sanitation for such services beginning with the year 2020; and

WHEREAS, each party desires to agree to the terms and conditions as set forth in the Contract.

THEREFORE, BE IT RESOLVED, by the Twin Valley City Council, that the City of Twin Valley does hereby accept and enter into a five-year agreement with Fuchs Sanitation for garbage and Refuse Collection to being 01/01/20 and end 12/31/24.

Upon a roll call vote the following members voted in favor: Joel Pearson Mike Bolton, Nate Dobmeyer, and Ben Fall; (Lampton absent) and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 9th day of December, 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

A full copy of the duly executed Contract is available for review at the Office of the Clerk.

CONGREGATE HOUSING BOND— After no public opinion or opposition was heard at the hearing held prior to Council meeting, Councilmember Dobmeyer motioned to introduce the following resolution to agree to act as a conduit for Congregate Housing to refinance the original 1998 Congregate Housing Revenue Bonds. Motion was seconded by Councilmember Pearson and the following resolution was introduced.

RESOLUTION 2019—21

A RESOLUTION AUTHORIZING THE ISSUANCE OF A \$1,600,000 REVENUE BOND FOR THE PURPOSE OF REFINANCING ORIGINAL 1998 CONGREGATE HOUSING REVENUE BOND.

Upon a roll call vote the following members voted in favor: Joel Pearson Mike Bolton, Nate Dobmeyer, and Ben Fall; (Lampton absent) and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 9th day of December, 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

A full copy of the duly executed RESOLUTION is available for review at the Office of the Clerk.

FIRE/RESCUE—Gall reported 4 fire calls (one mutual aid to Gary) and 11 Rescue Calls. ND/JP-m/s/p to approve moving \$10,000 of budgeted and unused capital outlay funds into a CD for Fire Department Equipment. ND/ML-m/s/p to approve moving \$2,500 budget funds into a CD for Rescue Squad Equipment. ND/JP-m/s/p to accept the Fire Department's Appointment of Michael Lampton as the new Fire Chief starting 01/01/2019. Gall will be retiring in early February. Council expressed appreciation for Galls years of service with the Department.

POLICE—Douville reported 41 calls.

LIQUOR—Skaurud reported Gross Sales for November of \$53,176.42, ATM revenue of \$496.50. Updated Council on past and upcoming events. Purchased from Tweeton a new keg cooler for the tap system after multiple issues with the old equipment, has already arrived and been installed at the Liquor Store.

PUBLIC WORKS—JP/ML-m/s/p to approve pay application #2 for \$32,277.71 and #3 for \$111,761.47 from water treatment plant rehabilitation contractor KHC. Presented Council with Proposed Change Order #1 in conjunction with the Water treatment plant rehabilitation project. This change order would provide a radio communication system between the water tower and the water treatment plant. Currently the system uses a direct buried cable for communications, which is difficult to locate and has been cut on multiple occasions. The total cost proposed would increase the project by \$14,708.00, and amount for which will be covered by contingency funds in the loan agreement wit the PFA. Council discussed the cost of the new radio system in relation to the cost to replace the existing buried cable and the life span of the radio system. Askelson requested the City approve the change request for radio installation to increase the reliability of the equipment. MB/JP-m/s/p to approve request.

FINANCIALS—Reviewed various line item questions from Council in conjunction to the proposed 2020 budget. Presented Council with a list of suggested CD purchases to use existing budgeted funds for future projects. MB/ML-m/s/p to approve the following CD purchases--\$20,000 Public Works, \$7,000 Community Center, \$7,500 Parks.

2020 LEVY & BUDGET— Having reviewed the General Fund budget previously, and hearing no public comments or concerns on the levy increase, Council Member Bolton motioned to set the 2020 Twin Valley Tax Levy as follows. Seconded by Council Member Lampton the following resolution was introduced.

RESOLUTION 2019—22

RESOLUTION ADOPTING THE 2020 TAX LEVY FOR THE GENERAL FUND, LONG TERM CAPITAL FUND AND THE 2019A GO UTILITY REVENUE AND REFUNDING BOND AND GENERAL FUND BUDGET FOR THE 2020 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 comments on the needs of the city departments for the 2020 year; and

WHEREAS, the City Council had proposed a percentage increase of fifteen percent (15%) to be levied against the property's taxes, and after discussion will be lowered to a 7.5% increase for a final General Fund levy amount of \$151,162 for the 2020 fiscal operating year; and

WHEREAS, the City of Twin Valley must certify the 2020 Final Levy to the Norman County Auditor and the State of Minnesota before December 27, 2019; and

WHEREAS, the Final Levy may be less than, but not more than the Certified Proposed Levy unless authorized as an allowable "Add-on" which would result in a final levy that is greater than the proposed levy.

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 2020 collectible year, upon taxable properties in the City of Twin Valley, for the following purposes:

GENERAL FUND	\$ 140,616
2019A Utility Revenue & Refunding	\$ 22,000
LONG TERM CAPITAL FUND	\$ 10,000
TOTAL ADOPTED LEVY	\$ 183,162

THEREFORE, BE IT ALSO RESOLVED, the City of Twin Valley City Council hereby sets the General Fund budget for fiscal year 2020 with Revenues and Expenditures to balance at \$738,003.

Upon a roll call vote the following members voted in favor: Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer, and Ben Fall; and the following voted against the same: None. **WHEREUPON,** said resolution was duly adopted this 9th day of December, 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

NEW BUSINESS—Clerk Johnson received correspondence from the DNR in conjunction with the City's sponsorship of the Moonshiners Snowmobile Club for grant funding. In order to complete the contract for the 2020 year, an updated resolution from the City authorizing the continued sponsorship is required. Councilmember Dobmeyer motioned to authorize the City's continued sponsorship, seconded by Councilmember Pearson the following resolution was introduced.

RESOLUTION 2019—23

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

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

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

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

Upon a roll call vote the following members voted in favor: Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobmeyer, and Ben Fall; and the following voted against the same: None. **WHEREUPON,** said resolution was duly adopted this 9th day of December, 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

Council reviewed clerk's list of current outstanding invoices for the City of Twin Valley, excluding utility billings. ND/JP-m/s/p to approve the following assessments and/or write offs:

11/27/18 Fire Call, Trailer Fire, \$1,375.00 – Write Off

Property Maintenance, 310 2nd St NW, Forfeited Property, \$500.00 – Write Off

Property Maintenance, 104 Norman Ave NW, \$400.00 – Assess to Norman County

Property Maintenance, 502 Main Ave W, Property Sold, \$500.00 – Write Off

Property Maintenance, 410 Pleasant Ave SE, \$100.00 – Assess to Norman County

Property Maintenance, 202 4th St NW, \$200.00 – Assess to Norman County

Property Maintenance, 105 1st St SE, \$200.00 – Assess to Norman County

2019 DONATIONS & MEMORIALS – Councilmember Bolton motioned to accept all donations received by the City in 2019, seconded by Councilmember Dobmeyer the following resolution was introduced.

RESOLUTION 2019—24

RESOLUTION TO ACCEPT AND EXPRESS APPRECIATION FOR THE DONATIONS AND MEMORIALS FROM THE FOLLOWING ORGANIZATIONS, INDIVIDUALS AND FAMILIES TO THE CITY OF TWIN VALLEY AND ITS DEPARTMENTS

WHEREAS, the Twin Valley City Council expresses appreciation to the following individuals, families and organizations for their generous donations towards the City; and WHEREAS the following memorials and donations were received:

1/18/2019	Essentia Health	Rescue Squad	\$ 100.00
1/24/2019	Kent & Donna Burda	Rescue Squad	\$ 25.00
1/24/2019	Dennis Hoekstra	Rescue Squad	\$ 10.00
5/21/2019	Gary Cares One Fund	Rescue Squad	\$ 1,468.00
5/21/2019	Gary Cares One Fund	Fire Department	\$ 984.00
7/5/2019	Steven Airhart	Rescue Squad	\$ 50.00
7/5/2019	Audrey Airhart	Rescue Squad	\$ 50.00
7/5/2019	Karen Frederick	Rescue Squad	\$ 50.00
9/12/2019	No. County Soybean Assn	Fire Department	\$ 100.00
11/13/2019	American Legion	Community Center	\$ 200.00
		GENERAL FUND	\$ 3,037.00
11/13/2019	American Legion	Liquor Store	\$ 500.00
		LIQUOR FUND	\$ 500.00
2/4/2019	Anderson Family Funeral Home	Splash Park	\$ 100.00
2/4/2019	Kelly's Chrystler	Splash Park	\$ 100.00
2/11/2019	Pub 21	Splash Park	\$ 50.00
2/14/2019	Red Apple Café	Splash Park	\$ 50.00
2/20/2019	Prairie Dental	Splash Park	\$ 100.00
2/20/2019	Mid Minnesota FCU	Splash Park	\$ 100.00
2/22/2019	Visser Trenching	Splash Park	\$ 100.00
2/27/2019	Valley Vision	Splash Park	\$ 100.00
3/5/2019	Gary State Bank	Splash Park	\$ 100.00
3/5/2019	Nysetvold Electric	Splash Park	\$ 300.00
3/11/2019	Centrol	Splash Park	\$ 200.00
3/18/2019	American Legion	Splash Park	\$ 100.00
3/28/2019	Bruce & Theresa Garberg	Splash Park	\$ 20.00
3/29/2019	WRCC	Splash Park	\$ 1,000.00
3/29/2019	County 38 Bar	Splash Park	\$ 1,000.00
4/3/2019	Garberg Foods	Splash Park	\$ 200.00
4/9/2019	Pete Haddeland	Splash Park	\$ 100.00
4/9/2019	Diane Ruud	Splash Park	\$ 100.00
4/11/2019	Arvilla Lien	Splash Park	\$ 50.00
4/11/2019	Ada Body Shop	Splash Park	\$ 500.00
4/15/2019	American Legion	Splash Park	\$ 2,000.00
4/24/2019	Ada Building Center	Splash Park	\$ 100.00
4/29/2019	Deb & Jeff Opsahl	Splash Park	\$ 100.00
4/29/2019	Skaurud Grain Farms	Splash Park	\$ 500.00
5/15/2019	Mid Minnesota FCU	Splash Park	\$ 1,000.00
5/15/2019	UVB	Splash Park	\$ 2,500.00
5/17/2019	Centrol	Splash Park	\$ 2,000.00
5/20/2019	Buckle's Hardware	Splash Park	\$ 200.00
5/23/2019	Wild Rice Electric	Splash Park	\$ 300.00
6/5/2019	Choice Financial	Splash Park	\$ 250.00
7/15/2019	Moonshiners	Splash Park	\$ 500.00
7/29/2019	Theresa Garberg	Splash Park	\$ 20.00
9/9/2019	DaRinda Trudel	Splash Park	\$ 20.00
9/9/2019	Arvig	Splash Park	\$ 7,250.00
10/28/2019	Theresa Garberg	Splash Park	\$ 20.00
		SPLASH PARK FUND	\$ 21,130.00

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Twin Valley, Minnesota that the donations received in the amount of \$24,667.00 are accepted and acknowledged with gratitude and the specified donations and memorials will be placed with the proper department or fund reserves, and project areas.

Upon a roll call vote the following members voted in favor: Joel Pearson, Mike Bolton, Mike Lampton, Nate Dobbmeyer, and Ben Fall; and the following voted against the same: None. **WHEREUPON**, said resolution was duly adopted this 9th day of December, 2019.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

JP/ML-m/s/p to not waive tort limits for the 2020 League of Minnesota Cities Liability Insurance coverage.

ND/JP-m/s/p to approve the following business licenses for the 2020 Business Year—

Community Coop – Tobacco

Gerry's Foods – Tobacco

Twin Valley Municipal Liquor Store – Tobacco, Amusement Machines, Card Table, Pool Table, Intoxicating On Sale, Intoxicating Off Sale, 2AM, Sunday Liquor.

Greg Parenteatu/Off-da Tacos – Vendor Permit

FUNDRAISER/RAFFLE PERMITS

Norman County East School Dist. #2215, Wild Rice Conservation Club, Twin Valley Lions, Wild Rice Peacemakers, Trinity Lutheran Church.

ND/ML-m/s/p to approve building permit for MMB Properties to make additions to roof at 205 3rd ST NW.

Discussed request on behalf of the Twin Valley Lions club for assistance in purchasing new coffee carafes for the Community Center, with the help of other Community Clubs. Council had no issues; clerk will use budgeted funds for 2020 to make purchase when the time comes.

FYI/OTHER—Letter from Integrity Public Service Solutions distributed to Council.

Meeting adjourned at 8:06PM, ND/ML-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

* * * * * * * * * * * * * * * * * * * * * * * * *

*** End of 2019 Minutes, 2020 to begin on page 2839 ***