

**MONDAY, July 6, 2020 – TWIN VALLEY CITY COUNCIL  
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, Joe & Ashley Diepenbrock, Connie Hamernik, Lori Skaurud, Marijo Vik

**PURSUANT DUE TO CALL** and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, July 6, 2020.

**ADDITIONS TO THE AGENDA—** MB/ML-m/s/p to approve the following additions to the agenda: 1) Demolition Incentive Request, 2) Approval to hire two new firefighters.

**MONTHLY BUSINESS**

Minutes—JP/ML-m/s/p to approve the minutes for June as written.

Disbursements—ML/MB-m/s/p to approve claims for 06/09/2020-06/30/2020 for \$43,191.25 and 07/01/2020-07/06/2020 for \$48,920.59 as well as payroll periods 05/31/2020-06/13/2020 for \$11,974.75 and 06/14/2020-06/27/2020 for \$11,317.56 for a grand total of \$115,404.15.

<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$140.55
ANDREA HALVORSON	Demolition Incentive	\$425.00
BANKCARD CENTER	Operating Supplies	\$489.50
BORDER STATES ELECTRIC SUPPLY	Repairs & Maintenance	\$3,172.26
BOUND TREE MEDICAL LLC	Operating Supplies	\$317.86
BUCKLE'S HARDWARE	Repairs & Maintenance	\$144.26
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
EFTPS-ONLINE	Payroll Taxes	\$2,736.87
FURTHER	Employee Benefit	\$575.39
GOVOFFICE	Professional Fee	\$570.00
KRJB FM RADIO	Advertising	\$495.00
LIBERTY BUSINESS SYSTEMS, INC.	Operating Supplies	\$40.77
MARCO TECHNOLOGIES LLC	Contracted Service	\$44.14
MASON HENDRICKS	Professional Fee	\$2,000.00
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MEDICA	Employee Benefit	\$2,597.98
MICHAEL BOLTON, OWNER	Operating Supplies	\$50.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$699.97
MN STATE COMM & TECH COLLEGE	Training	\$500.00
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$1,938.26
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
NORTHWEST BEVERAGE	Operating Supplies	\$19.00
OTTERTAIL POWER CO.	Electricity	\$2,448.48
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,386.36
PAYROLL	Employee Wages	\$12,875.53
SOFTLINE DATA, INC.	Professional Fee	\$35.00

STENGER'S DUST CONTROL	Contracted Service	\$1,313.20
SWANSONS REPAIR, INC	Contracted Service	\$214.38
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Telephone/Internet	\$35.01
VISSER TRENCHING, INC.	Contracted Service	\$7,202.50
	<b>GENERAL FUND TOTAL</b>	<b>\$45,426.07</b>
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$94.25
BUCKLE'S HARDWARE	Repairs & Maintenance	\$43.34
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
CORE & MAIN LP	Repairs & Maintenance	\$681.21
DARLENE LAMPTON	Reimbursement	\$50.00
EFTPS-ONLINE	Payroll Taxes	\$774.58
FURTHER	Employee Benefit	\$145.70
HAWKINS, INC.	Professional Fee	\$1,709.85
LIBERTY BUSINESS SYSTEMS, INC.	Operating Supplies	\$40.75
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MEDICA	Employee Benefit	\$849.06
MN DOR - PAYROLL TAX	Payroll Taxes	\$149.42
OTTERTAIL POWER CO.	Electricity	\$415.21
P.E.R.A. - SDR DIVISION	Employee Benefit	\$521.11
PAYROLL	Employee Wages	\$2,498.26
SOFTLINE DATA, INC.	Professional Fee	\$150.00
USABLE LIFE	Employee Benefit	\$13.62
	<b>WATER FUND TOTAL</b>	<b>\$8,313.47</b>
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$94.25
BANKCARD CENTER	Operating Supplies	\$8.80
BUCKLE'S HARDWARE	Repairs & Maintenance	\$43.34
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
EFTPS-ONLINE	Payroll Taxes	\$774.59
FURTHER	Employee Benefit	\$145.69
LIBERTY BUSINESS SYSTEMS, INC.	Operating Supplies	\$40.75
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MEDICA	Employee Benefit	\$849.06
MINNESOTA PUMP WORKS	Repairs & Maintenance	\$522.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$149.42
OTTERTAIL POWER CO.	Electricity	\$117.74
P.E.R.A. - SDR DIVISION	Employee Benefit	\$521.09
PAYROLL	Employee Wages	\$2,498.26
RMB ENVIRONMENTAL LABS, INC.	Professional Fee	\$268.00
SOFTLINE DATA, INC.	Professional Fee	\$150.00
USABLE LIFE	Employee Benefit	\$13.60
	<b>SEWER FUND TOTAL</b>	<b>\$6,374.20</b>
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$5,668.52
SOFTLINE DATA, INC.	Professional Fee	\$150.00
	<b>GARBAGE FUND TOTAL</b>	<b>\$5,818.52</b>
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08

BANKCARD CENTER	Operating Supplies	\$198.75
BERGSETH BROS.	Merchandise for Resale	\$6,465.70
BNG TECHNOLOGIES, LLC	Professional Fee	\$467.19
BREAKTHRU BEVERAGE	Merchandise for Resale	\$346.30
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$356.00
D-S BEVERAGES	Merchandise for Resale	\$16,707.08
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$48.23
EFTPS-ONLINE	Payroll Taxes	\$1,355.30
FURTHER	Employee Benefit	\$110.00
GENERAL PARTS LLC	Repairs & Maintenance	\$1,029.33
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$385.50
HEGGIES PIZZA, LLC	Merchandise for Resale	\$604.25
HENRY'S FOODS INC.	Merchandise for Resale	\$1,650.28
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$5,143.69
LORI J. SKAURUD	Reimbursement	\$25.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$3,924.35
MEDICA	Employee Benefit	\$696.74
MN DOR - PAYROLL TAX	Payroll Taxes	\$181.07
MUDSLINGERS OHV CLUB	Membership Dues	\$50.00
OTTERTAIL POWER CO.	Electricity	\$789.59
P.E.R.A. - SDR DIVISION	Employee Benefit	\$710.90
PAYROLL	Employee Wages	\$5,420.26
PERHAM LINEN	Operating Supplies	\$85.74
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$2,563.65
TWIN VALLEY RIDERS CLUB	Advertising	\$100.00
TWIN VALLEY TIMES	Advertising	\$15.00
USABLE LIFE	Employee Benefit	\$13.91
	<b>LIQUOR FUND TOTAL</b>	<b>\$49,471.89</b>
	<b>DISBURSEMENT TOTAL</b>	<b>\$115,404.15</b>

**LIQUOR**—Skaurud reported gross sales of \$50,885.27, an increase from sales in June of 2019 with heavier off sale sales. ATM revenue from June was \$199. Updated Council on events previous and upcoming. Attendance was down at the first steak night, presumably due to the COVID-19 pandemic. Has been continuing Friday food specials. Brief discussion on looking into purchasing a new freezer to store pizza, the current freezer recently had some maintenance and likely needs to be replaced soon. Skaurud completed the second quarter inventory with little to report, asked that the Liquor committee stop for a spot check in the coming weeks. Skaurud is also investigating a water leak in the storage room, has not found the culprit at this time but will continue to searching for possible needed repairs.

**PUBLIC WORKS**—Askelson presented Council with a quote to purchase a street sweeper attachment for the City payloader. Attachment comes with water and a curb broom. The department is currently renting a test until that is similar and like the results. With the government discount the cost will be \$5,429.00. JP/ND-m/s/p to approve purchase. Council also reviewed quotes for street paving, both from 2019 and 2020. Agassiz Asphalt has not increased prices since previous quotes were received and will still honor prices. Askelson reached out to Knife River for a quote as well with no response. With no paving done in the recent years, Council discussed options to try and tackle the full quote for 2019 as well as a partial of 2020. \$50,000 was budgeted in 2019, which having not been use, a majority of this funding was transferred into a CD for future use. Another \$50,000 was budgeted for the 2020 year. Clerk Johnson was unaware of any pending actions at the State to reduce LGA at this time and the

first portion of 2020 taxes has been received. MB/ND-m/s/p to approve the paving of the following streets—1<sup>st</sup> Street NE, 4<sup>th</sup> Street SW, 3<sup>rd</sup> Street SW and 2<sup>nd</sup> Street W from Norman to Lincoln and Main Ave to Pleasant Ave for a total of \$72,914.

MB/JP-m/s/p to approve KHC payment request #10 for a total of \$174,525.70. Askelson reported a lot of progress has been made in the last week. The new electrical service has been installed and ready to energize. The majority of all piping has also been installed. Askelson estimates that the project will be completed within the next 2-3 weeks.

Fall addressed community concerns with Askelson, including the appearance of the water tower. Askelson will reach out for estimates and quotes for the cleaning of the tower for a future meeting. Fall also inquired about mosquito spraying. Community members have reached out to him with concerns over the number of bugs in the area in the evenings. Spraying is normally conducted on Thursday evenings, weather permitting, however, Askelson will increase spraying as he is able.

Council reviewed request from D. Viste at 311 Pleasant Ave SE, for financial assistance (demolition incentive) with the removal of two old out buildings on the property. ND/JP-m/s/p to approve reimbursing up to \$1,000 in costs.

**POLICE**—Douville reported 63 calls for June, noting that the amount of calls have started to increase with the COVID restrictions beginning to be lifted. Addressed nuisance properties, multiple properties were sent letters prior to the June 25<sup>rd</sup> City clean up day. A second review of properties will be done, citations issued where necessary. Douville will also review properties for nuisance lawns to have cleaned up before Town & County Days. Councilmember Dobmeyer expressed concerns of the increasing number of unlicensed vehicles in town. Councilmember Bolton personally thanked Chief Douville and all City Officers for their continued hard work in these difficult times. Douville expressed that his department has been keeping proactive with trainings as required by the state.

**FIRE**—Lampton reported 2 fire calls and 11 rescue calls since June meeting. Recently took the Food grass rig to Muscatel in Hawley for repairs and maintenance. Requested Council approval for the hire of two new firefighters, Joey Stuhau and Reuben Mastin. Both have already cleared the required background check. ML/ND-m/s/p to approve. Discussed the 05/03/2020 fire call to 11-5071000, a property in Lake Ida Township. After previous meeting, Clerk reached out to the owners to discuss the Council's concerns about keeping the trail accessible to snowmobiles and other ATV traffic and willingness to negotiate the billing therefore. Landowner expressed, prior to meeting, that should the billing be lowered to actual cost the owners would be willing to continue to allow traffic, so long as people continue to be respectful of the land. ND/MB-m/s/p to approve charging actual cost to the land owner to keep this recreational area accessible for the community.

**FINANCIALS**—Council received a copy of the fund balances, disbursements, and receipts for the month of June. No questions or concerns addressed.

**NEW BUSINESS**—Council received request from Joseph and Ashley Diepenbrock to purchase parcel 32-8376000, 213 Norman Ave NW, from the City of Twin Valley for the value of \$500.00. Councilmember Bolton motioned to accept the request, Councilmember Dobmeyer requested the motion be amended to include legal fees not to amount more than \$250.00. The amended motion was then seconded by Dobmeyer and the following resolution was introduced.

**RESOLUTION 2020—07**  
**RESOLUTION TO AUTHORIZE THE SALE OF 213 NORMAN AVE NW, TWIN VALLEY, TO JOSEPH AND ASHELY DIEPENBROCK**

**WHEREAS**, the City will execute and deliver a Quit Claim Deed to Joseph and Ashely Diepenbrock for the sale of real property described as: Lot Seven (7) and Lot Eight (8), of Block Eight (8) of the Original Townsite of the City of

Twin Valley, Norman County, Minnesota, according to the official plat thereof on file and of record in the office of the County Recorder, Norman County, Minnesota.

**AND WHEREAS,** the City of Twin Valley City Council does hereby authorize the sale of land to Joseph and Ashley Diepenbrock for the amount of Five Hundred Dollars (\$500.00) for the real property as described above.

**THEREFORE, BE IT RESOLVED** that the City Council for the City of Twin Valley does hereby authorize the Mayor of the City of Twin Valley and the City Clerk to execute and deliver a Quite Claim Deed between the City of Twin Valley and Joseph and Ashley Diepenbrock for the real property described as follows: Lot Seven (7) and Lot Eight (8), of Block Eight (8) of the Original Townsite of the City of Twin Valley, Norman County, Minnesota, according to the official plat thereof on file and of record in the office of the County Recorder, Norman County, Minnesota.

**WHEREUPON** said resolution was duly adopted this 6<sup>th</sup> day of July, 2020.

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RACHEL JOHNSON, CLERK-TREASURER

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BENJAMIN FALL, MAYOR

ND/ML-m/s/p to approve building permit application to build a 10'x10' wooden storage shed at 204 2<sup>nd</sup> St SW.

Council informed the City received \$60,046.00 in COVID Relief Aid from the State, a list of approved expenses also disbursed. Any funding that is unused by November 15, 2020 will need to be returned. These funds can also be used to provide grant support to local businesses affected by the COVID-19 pandemic. Clerk suggested this be discussed further by the Economic Development Committees.

JP/ML-m/s/p to adjourn, 7:53PM.

Attest: \_\_\_\_\_  
RACHEL JOHNSON, CLERK TREASURER

Signed: \_\_\_\_\_  
BENJAMIN FALL, MAYOR

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