

**MONDAY, July 10, 2023 – TWIN VALLEY CITY COUNCIL  
REGULAR MONTHLY MEETING  
Twin Valley Community Center – 7:00 PM**

**MEMBERS:** Paul Bekkerus, Michael Bolton, Tracy Christianson, Mike Lampton    **ABSENT:** Mark Askelson  
**OTHERS:** Kerry Askelson, Jason Douville, Prestin Douville, Connie Hamernik, Kendell Harrell

**PURSUANT DUE TO CALL** and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, July 10, 2023. Mayor Bolton called the meeting to order at 7:00PM.

**MONTHLY BUSINESS**

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

Disbursements—TC/ML-m/s/p to approve disbursements totaling \$181,104.47 as detailed below.

<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
A.F.L.A.C. WEST REGION	Employee Benefit	\$534.86
ADAPCO, INC.	Mosquito Spray	\$2,807.00
AGASSIZ ASPHALT, LLC	Street Paving	\$49,975.00
ARAMARK UNIFORM SERVICES	Contracted Service	\$297.15
ARVIG	Telephone/Internet	\$558.47
AUTO VALUE MAHNOMEN	Repairs & Maintenance	\$183.99
BANKCARD CENTER	Operating Supplies	\$671.65
BENTLEY GRAPHIC, LLC	Heiberg Sign Design	\$500.00
BRENDA DOBMEYER	Reimbursement	\$68.26
CEDAR SENSE	Heiberg Sign	\$1,863.60
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$432.20
COMMUNITY CO-OPS-Lake Park	Utility	\$960.91
CORBIN EXCAVATING, INC	Contracted Service	\$2,011.40
EFTPS-ONLINE	Payroll Taxes	\$2,956.26
FURTHER	Employee Benefit	\$563.64
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$71.17
LUNDE BLADE & GRAVEL, LLC	Repairs & Maintenance	\$524.60
MARCO TECHNOLOGIES LLC	Contracted Service	\$48.47
MATRIX TRUST COMPANY	Employee Benefit	\$82.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$623.97
MN STATE COMM & TECH COLLEGE	Training	\$550.00
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$575.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$35.90
OTTERTAIL POWER CO.	Utility	\$2,432.27
PAYROLL	Wages	\$14,983.17
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,889.47
PREMIUM WATERS	Contracted Service	\$11.76
SANFORD HEALTH PLAN	Employee Benefit	\$1,798.77
SELECT AG, INC.	Operating Supplies	\$249.28
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$111.84
USABLE LIFE	Employee Benefit	\$26.84
VERIZON WIRELESS	Telephone/Internet	\$176.31
	<b>GENERAL TOTAL</b>	<b>\$90,575.71</b>
BREMER BANK	Bond Interest	\$24,075.25

		<b>2019 BOND TOTAL</b>	<b>\$24,075.25</b>
A.F.L.A.C. WEST REGION	Employee Benefit		\$139.39
AGASSIZ ASPHALT, LLC	Street Paving		\$2,000.00
ARAMARK UNIFORM SERVICES	Contracted Service		\$98.12
ARVIG	Telephone/Internet		\$116.76
BANKCARD CENTER	Operating Supplies		\$22.89
COMMUNITY CO-OPS-Lake Park	Utility		\$307.70
EFTPS-ONLINE	Payroll Taxes		\$1,007.07
FURTHER	Employee Benefit		\$188.20
HAWKINS, INC.	Chemical		\$1,222.61
LUNDE BLADE & GRAVEL, LLC	Repairs & Maintenance		\$2,007.90
MATRIX TRUST COMPANY	Employee Benefit		\$108.75
MN DOR - PAYROLL TAX	Payroll Taxes		\$172.93
MN DOR - SALES & USE TAX	Sales Tax		\$103.00
OFFICE SUPPLIES PLUS*	Operating Supplies		\$20.00
OTTERTAIL POWER CO.	Utility		\$873.91
PAYROLL	Wages		\$3,304.17
P.E.R.A. - SDR DIVISION	Employee Benefit		\$667.95
SANFORD HEALTH PLAN	Employee Benefit		\$686.64
TWIN VALLEY HARDWARE	Repairs & Maintenance		\$40.12
USABLE LIFE	Employee Benefit		\$19.54
VERIZON WIRELESS	Telephone/Internet		\$32.83
		<b>WATER TOTAL</b>	<b>\$13,140.48</b>
A.F.L.A.C. WEST REGION	Employee Benefit		\$139.39
ARAMARK UNIFORM SERVICES	Contracted Service		\$98.11
ARVIG	Telephone/Internet		\$81.02
COMMUNITY CO-OPS-Lake Park	Utility		\$16.67
EFTPS-ONLINE	Payroll Taxes		\$1,006.95
FURTHER	Employee Benefit		\$188.19
MATRIX TRUST COMPANY	Employee Benefit		\$108.75
MN DOR - PAYROLL TAX	Payroll Taxes		\$172.93
OFFICE SUPPLIES PLUS*	Operating Supplies		\$10.00
OTTERTAIL POWER CO.	Utility		\$266.62
PAYROLL	Wages		\$3,304.17
P.E.R.A. - SDR DIVISION	Employee Benefit		\$667.88
RMB ENVIRONMENTAL LABS, INC.	Professional Fee		\$593.51
SANFORD HEALTH PLAN	Employee Benefit		\$686.64
SELECT AG, INC.	Operating Supplies		\$114.96
TEAM LABORATORY CHEMICAL, LLC	Operating Supplies		\$800.00
TWIN VALLEY HARDWARE	Repairs & Maintenance		\$30.43
USABLE LIFE	Employee Benefit		\$19.53
VERIZON WIRELESS	Telephone/Internet		\$32.83
		<b>SEWER TOTAL</b>	<b>\$8,338.58</b>
FUCHS SANITATION SERVICE, INC.	Contracted Service		\$3,469.75
MN DOR - SALES & USE TAX	Sales Tax		\$856.00
		<b>GARBAGE TOTAL</b>	<b>\$4,325.75</b>
A.F.L.A.C. WEST REGION	Employee Benefit		\$11.30
ANDERS VALLEY PUBLISHING, LLC	Advertising		\$30.00

ARVIG	Telephone/Internet	\$317.42
BANKCARD CENTER	Operating Supplies	\$425.62
BERGSETH BROS.	Merchandise for Resale	\$4,031.30
BEVERAGE WHOLESALERS	Merchandise for Resale	\$914.50
CASH - CITY OF TWIN VALLEY	Professional Fee	\$450.00
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$396.50
COMMUNITY CO-OPS-Lake Park	Utility	\$60.94
COUNTY ROAD 38 BAR & GRILL	Merchandise for Resale	\$428.06
D-S BEVERAGES	Merchandise for Resale	\$11,119.80
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$63.22
EFTPS-ONLINE	Payroll Taxes	\$1,714.59
FURTHER	Employee Benefit	\$246.73
HENRY'S FOODS INC.	Merchandise for Resale	\$2,985.09
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$1,573.28
KASEYA US, LLC	Contracted Service	\$400.00
KENDELL HARRELL	Operating Supplies	\$34.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$274.78
MN DOR - SALES & USE TAX	Sales Tax	\$4,836.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$86.18
OTTERTAIL POWER CO.	Utility	\$1,159.70
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$71.64
PAYROLL	Wages	\$7,304.40
P.E.R.A. - SDR DIVISION	Employee Benefit	\$945.68
PEPSI-COLA **	Merchandise for Resale	\$210.25
SANFORD HEALTH PLAN	Employee Benefit	\$427.22
TWIN VALLEY HARDWARE	Repairs & Maintenance	\$126.59
USABLE LIFE	Employee Benefit	\$3.91
	<b>LIQUOR TOTAL</b>	<b>\$40,648.70</b>
	<b>DISBURSEMENT TOTAL</b>	<b>\$181,104.47</b>

**LIQUOR STORE**—Gross sales for June \$53,211.53. Harrell reported on previous and upcoming events. Preparing for Town & Country Days events, will be having Kari Seeger and Jace Bueng return as bartenders for the event. Requested permission to have back patio pressure washed, either will do himself or was quoted \$300.00 to have completed professionally. TC/ML-m/s/p to approve spending up to \$300.00 on cleaning. Fryer is still out of order; parts have arrived but we are still waiting on repairs to be completed. Has ordered the thermalizer approved in June, should arrive in a week or two. Harrell estimates new tables and chairs will cost around \$10,000 but does not have a concrete estimate yet. Councilmember Bekkerus requested a report showing the volume of sales as compared to previous years. Brief discussion regarding low dose cannabis beverages and state law.

**PUBLIC WORKS**—Crew is busy preparing for Town & Country Days. Discussion regarding tree line behind the Water Treatment Plant. Adjoining property owner is questioning who owns the trees now that they are dead and need to be removed. Askelson is looking into removal options. Brief discussion on having the lot surveyed, no action taken at this time. Planning to work on installing replacement light pole that was taken down in an accident last year this month. Discussed campground prices and reservation policy, plans to update for 2024.

**EDA/PAKRS**—No meeting this month. Kayak launch has been mowed per request. New Heiberg Park sign has been ordered and is in production. Brief discussion on Kayak launch parking improvements for the future.

**POLICE**—Douville estimated 18 calls for June, did not have an activity report available for review. Has returned to full duty as of today 07/10/23. Working on nuisance lawn notifications to have yards cleaned up for the weekend. Ordered squad vehicle is now in production and should arrive in the next couple of weeks. Discussed payment options, Council had previously decided to pay for the vehicle in house. Will transfer funding as needed once a bill of sale is available. Also discussed equipment for vehicle and purchase of body cameras. Minnesota Legislature Bill (SF1811-1E) will be granting public safety aid for cities. Twin Valley is estimated to receive \$31,375. Approved expenditures is not yet known. PB/ML-m/s/p to approve hiring Alex Saric (Ada Police Department Full-time Officer) to work pick up shifts as needed for \$25.00/hour.

**FIRE/RESCUE**—2 Fire and 10 Rescue calls reported. Fire Department will be hosting an open house and pancake breakfast for Town & Country Days. Department has also been approved for a grant through Pioneer Seed to purchase a rescue auger and drill for grain bin rescue.

**FINANCIAL**—June financial statements distributed, no questions. Budgeting for 2024 will begin in September.

**NEW BUSINESS**—ML/PB-m/s/p to approve the following three building permit requests. 300 Norman Ave NE to install wooden deck and removable metal fence. 205 1<sup>st</sup> St SW to install 16' x 30' deck with ramp and possible covering. 202 4<sup>th</sup> St SW to build 15' x 15' storage shed on existing concrete slab. TC/PB-m/s/p to approve LG220 MN Gambling Application for the Wild Rice Conservation Club to hold a raffle on November 11, 2023 at the Twin Valley Liquor Store.

TC/ML-m/s/p to adjourn the meeting at 8:12PM.

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

Signed: \_\_\_\_\_  
MICHAEL BOLTON, MAYOR

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**MONDAY, July 17, 2023 – TWIN VALLEY CITY COUNCIL  
EMERGENCY SPECIAL MEETING  
Twin Valley Community Center – 6:00 PM**

**MEMBERS:** Mark Askelson, Paul Bekkerus, Michael Bolton, Tracy Christianson, Mike Lampton  
**OTHERS:** Kendell Harrell

**PURSUANT DUE TO CALL** an emergency special meeting of the Twin Valley City Council was held in the Twin Valley Community Center on Monday, July 17, 2023 at 6:00 P.M. for the purpose of discussing the incidents regarding the Twin Valley Liquor Store Management position. Mayor Bolton called the meeting to order at 6:00PM.

**RECAP OF CLOSED DISCUSSION**— Council reviewed concerns with job performance and requirements with Harrell. ML/TC-m/s/p by council to offer Harrell the option of returning to assistant manager position, effective immediately, on a probationary status. A special meeting was called for Thursday, July 20, 2023 at 12:00PM to continue discussion in an open meeting.

PB/TC-m/s/p to adjourn meeting, 6:27pm.

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

Signed: \_\_\_\_\_  
MICHAEL BOLTON, MAYOR

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**THURSDAY, July 20, 2023 – TWIN VALLEY CITY COUNCIL  
SPECIAL COUNCIL MEETING  
Twin Valley Municipal Center – 12:00 PM**

**MEMBERS:** Mark Askelson, Tracy Christianson **ELECTRONICALLY PRESENT:** Michael Bolton, Paul Bekkerus, Mike Lampton.

**OTHERS:** Prestin Douville, Connie Hamernik, Denise Rassmussen

**PURSUANT DUE TO CALL** and notice thereof the Twin Valley City Council a special meeting on Thursday, July 20, 2023 for the purpose of discussing Liquor Store personnel and policy. Mayor Bolton called the meeting to order at 12:00PM.

Prior to the meeting, resignation letter was received from Kendell Harrell. ML/MA-m/s/p to accept resignation effective immediately, as received. TC/MA-m/s/p to open Liquor Store Manager position and advertise for full-time position. Posting is set to be open until 12:00PM on August 10, 2023. Clerk Johnson has been taking care of the day-to-day managerial operation of the Liquor Store in the meantime and will continue to do so until a replacement is hired. Requested permission to have current employee Toni Nysetvold to assist as interim assistant manager during the transition period, TC/ML-m/s/p to approve with compensation during the transition period to follow the wage scale at \$16.16. Johnson has also contacted previous liquor store manager Lori Skaurud for help during the transition, which the Council unanimously approved of and offered gratitude to Skaurud for the willingness to assist. Council also thanked both Johnson, Deputy Clerk Peterick, and liquor store staff for taking the time to sort out inventory and other necessary operations at the Liquor Store during the transition. Brief discussion in regards to new Minnesota laws to take effect August 1 allowing the recreational use of marijuana. Consensus of the Council to ban the use of smokable cannabinoid products on Twin Valley Liquor Store grounds. Full policy on the matter to be addressed at a future meeting.

MA/TC-m/s/p to adjourn, 12:11PM.

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

Signed: \_\_\_\_\_  
MICHAEL BOLTON, MAYOR

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