

**MONDAY, June 8, 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, Paul Bekkerus, Kendell Harrell, Lori Skaurud

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, June 8, 2020.

CITIZEN’S FORUM—Paul Bekkerus addressed the City Council to discuss multiple items of concern. First the review of the City’s snow removal policy was addressed. The Council was given a copy of the policy to review in April. Mayor Fall read the policy as it stands aloud. Fall expressed that at the current time, the Council and City staff saw no issues with how the policy was written. The public works crews will be encouraged to continue to plow emergency routes ASAP during snow accumulation. Bekkerus also questioned the status of updating the City street signs. Prior to the meeting he counted 9 street signs that are completely faded. Bekkerus expressed his concern that the lack of legible street signs is a public safety issue as public safety personnel from other towns struggle to find correct addresses of emergencies. All new street signs have been acquired, however at the present time public works crews have not had the man power or time to install. Fall asked that Askelson and his crew put updating street signage on the top of their priority list. Bolton suggested the fire department get together and assist with updating the street signs as a community project. Bekkerus expressed that it was his opinion that the firemen do not have time during training events and meetings. Chief Lampton will inquire at the next firemen’s meeting is anyone would be willing to volunteer more time for this task. Bekkerus’ last request was enforcement of the no parking signs in front of the Fire Hall.

ADDITIONS TO THE AGENDA—ND/ML-m/s/p to approve the addition of the proposed COVID-19 business preparedness plan for the City of Twin Valley.

MONTHLY BUSINESS

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

Disbursements—MB/ML-m/s/p to approve claims for 05/12/2020 – 05/31/2020 for \$274,482.82 and 06/01/2020 – 06/08/2020 for \$116,487.80 as well as payroll from 05/03/2020 – 05/16/202 for \$11,503.61 and 05/17/2020 – 05/30/2020 for \$10,557.10 for a disbursement total of \$413,031.33.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$130.03
ADAPCO, INC.	Mosquito Spray	\$1,860.00
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$127.23
ARVIG	Telephone/Internet	\$1,404.39
BANKCARD CENTER	Operating Supplies	\$1,505.94
BUCKLE’S HARDWARE	Repairs & Maintenance	\$143.83
BUREAU OF CRIM. APPREHENSION	Professional Fee	\$280.00
CAT ADKINS	Reimbursement	\$75.00
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$202.32
COMMUNITY CO-OPS-Lake Park	Natural Gas / Fuel Charges	\$562.40
DUWAYNE OLSON	Rental Fee	\$641.25
EFTPS-ONLINE	Payroll Taxes	\$2,587.49
FURTHER	Employee Benefit	\$600.86
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$233.58

KRJB FM RADIO	Advertising	\$249.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$57.57
MEDICA	Employee Benefit	\$2,085.12
MN ASSOC. OF SMALL CITIES (MAOSC)	Dues/Subscriptions	\$478.65
MN DOR - PAYROLL TAX	Payroll Taxes	\$561.62
MOONSHINERS SNOWMOBILE CLUB, INC	DNR Grant	\$9,442.07
NORMAN CO. AUDITOR/TREASURER	Special Assessments	\$1,508.28
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$550.00
NORTHERN FIRE EQUIP.SERVICE	Contracted Service	\$436.95
NORTHWEST BEVERAGE	Operating Supplies	\$9.00
OTTERTAIL POWER CO.	Electricity	\$2,699.24
PAYROLL	Employee Wages	\$12,368.28
P.E.R.A. - SDR DIVISION	Employee Benefit	\$3,561.53
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$55.00
TWIN VALLEY LIONS CLUB	Operating Supplies	\$83.25
TWIN VALLEY TIMES	Publishing	\$193.49
USABLE LIFE	Employee Benefit	\$21.45
VERIZON WIRELESS	Telephone/Internet	\$212.77
WINTER REPAIR	Repairs & Maintenance	\$41.02
	GENERAL FUND TOTAL	\$44,968.61
NORMAN CO. AUDITOR/TREASURER	Special Assessments	\$230.00
	2013A BOND FUND TOTAL	\$230.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
AMERIPRIDE SERVICES, INC.	Operating Supplies	\$95.43
ARVIG	Telephone/Internet	\$220.50
BANKCARD CENTER	Operating Supplies	\$396.55
BUCKLE'S HARDWARE	Repairs & Maintenance	\$32.27
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Natural Gas / Fuel Charges	\$144.19
EFTPS-ONLINE	Payroll Taxes	\$763.69
FURTHER	Employee Benefit	\$158.43
HAWKINS, INC.	Professional Fee	\$10.00
KHC CONSTRUCTION, INC.	Contracted Service	\$293,448.29
MEDICA	Employee Benefit	\$544.43
MN DEPT. OF HEALTH	Professional Fee	\$928.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$120.33
MN DOR - SALES & USE TAX	Sales Tax	\$80.00
NORTHERN FIRE EQUIP.SERVICE	Contracted Service	\$60.50
OTTERTAIL POWER CO.	Electricity	\$449.79
PAYROLL	Employee Wages	\$2,469.42
P.E.R.A. - SDR DIVISION	Employee Benefit	\$515.27
PRODUCTIVITY PLUS ACCOUNT	Repairs & Maintenance	\$100.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
ULTEIG ENGINEERS, INC.	Contracted Service	\$5,918.16
USABLE LIFE	Employee Benefit	\$13.62
VERIZON WIRELESS	Telephone/Internet	\$34.05
	WATER FUND TOTAL	\$306,680.03
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93

AMERIPRIDE SERVICES, INC.	Operating Supplies	\$95.43
ARVIG	Telephone/Internet	\$220.49
BANKCARD CENTER	Operating Supplies	\$47.70
BUCKLE'S HARDWARE	Repairs & Maintenance	\$57.54
COLONIAL LIFE INSURANCE CO.	Employee Benefit	\$3.68
COMMUNITY CO-OPS-Lake Park	Natural Gas / Fuel Charges	\$21.18
EFTPS-ONLINE	Payroll Taxes	\$763.67
FURTHER	Employee Benefit	\$158.43
MEDICA	Employee Benefit	\$544.64
MN DOR - PAYROLL TAX	Payroll Taxes	\$120.33
NORTHERN FIRE EQUIP.SERVICE	Contracted Service	\$60.50
OTTERTAIL POWER CO.	Electricity	\$151.20
PAYROLL	Employee Wages	\$2,469.42
P.E.R.A. - SDR DIVISION	Employee Benefit	\$515.30
PRODUCTIVITY PLUS ACCOUNT	Repairs & Maintenance	\$95.00
RMB ENVIRONMENTAL LABS, INC.	Professional Fee	\$213.00
TD AMERITRADE TRUST COMPANY	Employee Benefit	\$72.50
TEAM LABORATORY CHEMICAL, LLC	Operating Supplies	\$750.00
USABLE LIFE	Employee Benefit	\$13.60
VERIZON WIRELESS	Telephone/Internet	\$34.04
	SEWER FUND TOTAL	\$6,508.58
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$5,662.98
MN DOR - SALES & USE TAX	Sales Tax	\$699.00
	GARBAGE FUND TOTAL	\$6,361.98
A.F.L.A.C. WEST REGION	Employee Benefit	\$28.08
ARVIG	Telephone/Internet	\$677.66
BANKCARD CENTER	Operating Supplies	\$132.05
BERGSETH BROS.	Merchandise for Resale	\$7,248.25
BEVERAGE WHOLESALERS	Merchandise for Resale	\$1,631.10
BNG TECHNOLOGIES, LLC	Contracted Service	\$200.00
BREAKTHRU BEVERAGE	Merchandise for Resale	\$2,378.40
COCA-COLA BOTTLING HIGH COUNTRY**	Merchandise for Resale	\$165.50
COMMUNITY CO-OPS-Lake Park	Natural Gas / Fuel Charges	\$116.26
D-S BEVERAGES	Merchandise for Resale	\$10,471.60
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$103.54
EFTPS-ONLINE	Payroll Taxes	\$1,204.27
FURTHER	Employee Benefit	\$110.00
GERRY'S FOODS, INC	Merchandise for Resale	\$583.01
GREAT NORTH PIZZA CO., LLP.	Merchandise for Resale	\$235.00
HEGGIES PIZZA, LLC	Merchandise for Resale	\$678.05
HENRY'S FOODS INC.	Merchandise for Resale	\$2,144.26
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$3,532.92
McKINNON COMPANY, INC.	Merchandise for Resale	\$2,752.35
MEDICA	Employee Benefit	\$623.86
MN DOR - PAYROLL TAX	Payroll Taxes	\$172.64
MN DOR - SALES & USE TAX	Sales Tax	\$4,203.00
NORTHERN FIRE EQUIP.SERVICE	Contracted Service	\$13.00
OTTERTAIL POWER CO.	Electricity	\$659.67

PAYROLL	employee wages	\$4,753.59
P.E.R.A. - SDR DIVISION	Employee Benefit	\$725.94
PEPSI-COLA **	Merchandise for Resale	\$180.55
PERHAM LINEN	Operating Supplies	\$82.29
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$2,276.38
TINA M VISSER	Reimbursement	\$130.00
USABLE LIFE	Employee Benefit	\$13.91
	LIQUOR FUND TOTAL	\$48,227.13
PEG HANSON	Reimbursement	\$15.00
TWIN VALLEY TIMES	Advertising	\$40.00
	SHIP COMMUNITY FUND TOTAL	\$55.00
	DISBURSEMENT TOTAL	\$413,031.33

MAYOR— Fall reported that work has begun on the splash park. Briefly mentioned calls he had received on the grass at the Memorial Gardens over Memorial Day as well as a question about when mosquito spraying would begin. Askelson stated that spraying will begin on Thursday night.

FIRE/RESCUE— Chief Lampton reported 5 fire calls and 12 rescue calls since the previous meeting. Meetings have begun again and the department is still on schedule for upcoming trainings, such as the 6/24/20 auto extraction training. A letter from Gary Cares was given to the Council. The City of Twin Valley received a check for \$1,988.40 from Gary Cares for the 2020 One Fund Drive. \$1,179.21 in donations was received for the rescue squad and \$809.19 for the fire department. Councilmember Lampton motioned to accept this donation, seconded by Councilmember Dobmeyer, the following resolution was introduced.

RESOLUTION 2020—05

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 2020 One Fund Drive; and

WHEREAS, the following donations per department are:

\$ 1,179.21	Twin Valley Rescue Squad
\$ 809.19	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 \$1,988.40 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: 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 8th day of June, 2020.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

The Twin Valley Fire department also received a grant of \$750.00 from Country Financial, to be used towards the Town & Country Days open house that Fire Department plans to hold. Councilmember Bolton motioned to accept and express appreciation for the grant, seconded by Councilmember Pearson the following resolution was passed.

RESOLUTION 2020—06

RESOLUTION ACCEPTING AND EXPRESSING APPRECIATION FOR THE GRANT RECEIVED BY THE FIRE DEPARTMENT FROM COUNTRY FINANCIAL

WHEREAS, the Twin Valley City Council accepts and expresses appreciation to the generous grant given to the Twin Valley Fire Department to support the Town & Country Days open house event for the community.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Twin Valley, Minnesota that the grant of \$750.00 is accepted and acknowledged with gratitude.

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 8th day of June, 2020.

RACHEL JOHNSON, CLERK-TREASURER

BENJAMIN FALL, MAYOR

A request from Wayne Rheault, owner of a property West of town on which the Fire Department responded to a grass fire, was heard by the Council. Mr. Rheault had previously spoke to Johnson and Lampton in regards to the cause of the fire and expressed his concerns over having to pay a \$750.00 every time someone lights a fire on his land, purposely or otherwise. The land in question currently has an easement to allow for an all-terrain trail to pass through which Councilmember Bolton express was a nice asset for the community, which he didn't want to see closed off. Council discussed possibly contacting the snowmobile club or other riders' clubs to assist with the charges as the main users of the trail. Council also discussed lowering the charges, without trying to set any precedence for other fire calls. Fall asked that clerk Johnson contact Mr. Rheault to discuss his request further, expressing that the council is not against compromising on charges to keep the trail available to members of our community. A specific decision on any changes to the invoice was tabled for a future meeting.

POLICE— Douville was not present to give monthly report. The detailed Police Activity report for May showing 44 calls will be e-mailed to Council.

LIQUOR— Skaurud reported gross sales for May of \$47,817.33 which is again up from 2019, with a lower gross profit due to only off-sale being open. As of June 1, 2020, the Liquor Store was able to open up for outdoor dining and will be able to open up for indoor dining Wednesday June 10, 2020 at half capacity. Skaurud is planning to begin bigger events again soon, including a trivia night and steak night. BNG installed a new credit card processor which should save on costs, and also offers the possibility of loyalty rewards and online ordering which Skaurud will look into. Due to unforeseen circumstances, Skaurud is down a bar tender for the foreseeable future. Requested council approval of new hire, Katelyn Gunnufson. MB/ND-m/s/p to approve.

EDA/PARKS— No EDA/Parks meeting was held due to a conflict with other meetings. Briefly discussed the excavation that has begun at the splash park site.

PUBLIC WORKS— Askelson reported the camping area at Heiberg was full the first weekend it was able to be open and he has camping sites reserved through June at this time. Discussed possibly putting a bulletin board down at the park with information about what is available in town, such as the Liquor Store, Café, Grocery Store,

etc. Briefly discussed creating more areas for camping in the future. Fall made a note to bring ideas to the EDA at the next meeting.

Askelson has not been through town with the street sweeper yet this year as it is in need of costly repairs. Suggested renting a street sweeper attachment for the payloader which the City could rent for \$400.00 per week. Askelson has been in contact with a dealer as well looking at the possibility of purchasing our own attachment with water capability should the machine work nicely. A rough estimate of the cost would be \$5,800.00. Askelson will try out the rental first and see how the department likes it.

Discussed a concern Fall received from Bob Tjon in regards to dead trees along the storm water ditch line west of town that runs through his property. Fall asked that Askelson look into possibly having the dead trees removed and other trees moved further away from the ditch line.

Briefly discussed water concerns on Eidem avenue. Askelson has flushed hydrants and not seen an improvement. At this time the filtration system at the water treatment plant is not operable. Once the system is back online Askelson will do more investigating.

The basketball hoop at the City Playground has gone missing again. Fall received an inquiry from citizens wishing to play basketball at the park. Askelson will put a new hoop up again.

Presented Council with pay application #9 from KHC for the water treatment plant rehabilitation project for \$53,567.29. ND/JP-m/s/p to approve.

FINANCIALS—Council received a Cash Balance Statement and Cash Control Statement for the City funds through May 31. No questions or concerns addressed.

OLD BUSINESS—Council received mudslinger’s membership request as well as the riders club sponsorship request in April at which time these items were tabled. MB/ND-m/s/p to approve spending \$50.00 on a mudslinger’s membership and \$100.00 on a rider’s club arena sponsorship with funding to come from the TVLS.

NEW BUSINESS— **FORFEITED PROPERTIES**—The City has become aware of three properties, previously forfeited to the state, that have now been transferred to private ownership. These properties had current special assessments for city infrastructure abated at the time of forfeiture, which it is the City policy to re-assess once the land is transferred back to private ownership. Both land owners were made aware of the outstanding special assessments in April and informed of the meeting/hearing to be held. No questions or comments on the prospected assessments were made to the Clerk prior to the meeting and neither land owner was present at the meeting. Councilmember Bolton motioned to reassess all current outstanding principal balances as follows:

Parcel	Address	Assessment	Principal	Interest	Term
32-8627001	400 Lincoln Ave NE	7107 Watermain	\$2,660.00	5%	26 Years
32-8627001	400 Lincoln Ave NE	9607 Sanitary Sewer	\$1,750.00	5%	26 Years
32-8627001	400 Lincoln Ave NE	9095 Sewer & Pond	\$108.33	8%	4 Years
		Parcel Total	\$4,518.33		
32-8678000	Pleasant Ave SE	7107 Watermain	\$7,735.33	5%	26 Years
		Parcel Total	\$7,735.33		
32-8680000	Pleasant Ave SE	7107 Watermain	\$2,549.67	5%	26 Years
		Parcel Total	\$2,549.67		

The motion was seconded by Councilmember Pearson and passed unanimously. Johnson will send reassessment information to Norman County for the 2021 tax year.

BUILDING PERMITS—ND/ML-m/s/p to approve the following 14 requested building permits:

Norman County Highway Department, 607 Main Ave E, to install fencing 20’ x 70’ x 5’ surrounding recycling dumpsters.

Diepenbrock, 215 Norman Ave NW, to build one 12’x8’ wooden entrance landing.

Garza, 100 Hanson Ave SW, to build a wood deck to wrap around the East and South side of home.

Schow, 212 Cleveland Ave SE, to install 4’ x 80’ lattice fencing along property.

Dahl, 209 Lincoln Ave NE, to build one 16’x12’ wooden gardening shed.

Crouch, 506 Eidem Ave SE, to build two wooden entrance decks.
Luhning, 309 Norman Ave NE, to replace existing 8'x10' steel shed with polyethylene shed, install 10'x10' steel Arrow Storage Shed, install 10'x10' greenhouse, and Install 8'x4'x6' privacy fencing panel.
Tillich, 219 Main Ave W, to install 10'x12' prefabricated storage shed.
Portz, 203 3rd St NE, to replace existing storage shed with 10'x12' unit.
Jenson, 104 Main Ave E, to install prefabricated plastic 8'x8' storage unit on existing slab.
Nelson, 107 2nd St NW, to extend existing concrete slab and install 16' and 32' of privacy fencing.

COVID19 PREPAREDNESS PLAN – Council received proposed COVID-19 preparedness plan for the City of Twin Valley as directed by Governor Walz and drafted by the Minnesota Department of Labor & Industry with the addition of information for City specific procedures. MB/ND-m/s/p to approve and set it place for the City. A full copy is available for review at all City offices.

FYI/OTHER—Distributed 2019 population estimates from the Minnesota State Demographic Center. The City of Twin Valley population estimate is 751 with a household estimate of 350. Council did not wish to challenge findings.

Clean up day is was rescheduled for June 25th. Notices have been provided to every member of the community who receives a water billing.

Meeting adjourned 8:07PM, MB/JP-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK TREASURER

Signed: _____
BENJAMIN FALL, MAYOR

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