



Sister City Agreement Signing Meeting

Wednesday, September 25, 2024, at 8:00 AM

City Council Chambers, City Hall (10 3rd Ave SW)

Any person needing special accommodation for the meeting is requested to notify the City Clerk's office at 857-4752.

1. SISTER CITY AGREEMENT SIGNING

1.1. SISTER CITY AGREEMENT SIGNING

A quorum of the City Council may be in attendance at the signing of the Sister City Agreement.

Skien | Minot Sister City Agreement

1. Contracting Parties: The parties to this agreement are:

- a. Skien municipality (the City of Skien) on the Norwegian side (referred to below as "Skien")

and

- b. The City of Minot, Minot Area Chamber EDC (MACEDC), Minot Public Schools (MPS), Minot State University (MSU), and Norsk Høstfest (NH) on the American side (collectively referred to below as "Minot" unless otherwise specified).

All parties are separately and mutually responsible for living up to the spirit of the agreement.

2. Basis for Agreement

The cities of Minot, North Dakota, and Skien, Norway, have a shared cultural heritage based on ancestral ties and the size and character of the cities. The two cities have therefore had a sister city arrangement in place for many years. The Sister City Resolution No. 3515, adopted by Minot City Council on October 3, 2016, forms part of the basis for this agreement. Likewise, the executive committee of Skien City Council agreed at its meeting on December 6, 2016, as agenda item No. 128, to draw up a cooperation agreement with Minot. This agreement was renewed on October 1, 2017, for a five-year period, until October 1, 2022, then again on September 26, 2022.

3. Objective of Agreement

Skien and Minot wish to continue to enjoy a good, close working relationship based on shared cultural heritage, human relationships, and shared community interests and needs. This is to be achieved by maintaining and strengthening existing connections and activities, as set out in section 4 below.

4. Scope and Limits of Agreement

Skien and Minot wish:

- a. To establish connections and programs for student exchanges and education, at both high school and university level. In this regard, we refer also to existing agreements between Minot State University (MPS) and the University of South-Eastern Norway (USN), especially the USN-Bø campus located in Telemark county near Skien, and between MPS and Sørve videregående skole (upper secondary school).
 - i. Skien wishes especially to obtain insights and know-how from the public schools in Minot regarding their educational methods and their programs for teaching reading, arithmetic and mathematics.
- b. To develop mutually beneficial relationships between their business communities.
- c. To promote cultural exchanges, especially those involving not-for-profit organizations and the private sector, and by participating in Norsk Høstfest.

In specific areas, separate agreements may be entered into as required, supplementing this sister city agreement.

5. Duties and Responsibilities of the Parties

- a. Under this agreement, Skien and Minot undertake to reciprocally market and promote each other's activities and qualities.

- b. Each of the parties will appoint one dedicated liaison officer for Minot-Skien cooperation. The liaison officers will serve as an administrative link, relaying information on matters and issues of mutual interest, and helping to prepare and conduct joint activities. Minot and Skien must notify each other immediately of any change of liaison officer.

6. Finance

The parties have agreed that the cost of sister city activities will be kept at a reasonable level.

7. Duration of Agreement

This agreement is effective from September 25, 2024, until September 25, 2027.

Skien | Minot | September 25, 2024

Skien Municipality

Signed _____
Rolf Haugen
Skien Representative

Minot Public Schools

Signed _____
Laura Dokken
Business Manager

City of Minot

Signed _____
Mayor Tom Ross

Minot State University

Signed _____
Dr. Steven Shirley
President

Minot Area Chamber EDC

Signed _____
Cassidy Hjelmstad
Board Chair

Norsk Høstfest

Signed _____
Searle Swedlund
Executive Director

Attached: Exhibit 1 | Agreement for Business Development

Exhibit 1 | Agreement for Business Development**1. The Parties to this Agreement are:**

- a. Skien Municipality (the City of Skien)
 - b. The City of Minot
 - c. Minot Area Chamber EDC (MACEDC)
- All referred to below as parties.

2. The Parties agree that they all will work for:

- a. Facilitating businesses in the USA and Norway to have the best possible support for business development in both countries.
- b. Making available their networks and connections in public and private sector to promote business development and to assist individual companies.
- c. Supporting each other's parties by communicating business and public sector in both cities and counties/states.
- d. Supporting and working for tourism development in both countries.

3. Other contracting Parties:

The parties may also cooperate with other businesses and corporations (private and public) with similar purpose as written in Section 2 above.

4. Finance

The parties agree that this agreement does not include financial support to individual companies. Each party covers its own costs.

5. Liaison Officers

Each of the parties will appoint one dedicated liaison officer who is responsible for ongoing works, as set out in section 5a in the Skien | Minot Sister City Agreement.

Skien | Minot | September 25, 2024

Skien Municipality

Minot Area Chamber EDC

Signed

Signed

Rolf Haugen
Skien Representative

Cassidy Hjelmstad
Board Chair

City of Minot

Signed

Mayor Tom Ross

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Skien Municipality

Signed _____
Marius Roheim Aarvold
Mayor of Skien

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Skien | Minot | September 25, 2024

Skien Municipality

Signed

Marius Roheim Aarvold
Mayor of Skien