

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, January 2, 2024

**COUNCIL CHAMBERS
CITY HALL – 405 3RD STREET EAST
5:30 PM**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC FORUM - *Individuals may address the City Council about any item not included on the regular agenda. A maximum of 5 minutes is allotted for the public forum. The City Council will not take official action on items discussed at this time, with the exception of referral to staff or a committee, board or commission for a future report.***
- 5. PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS**
- 6. APPROVE AGENDA - *Council members may add items to the agenda for discussion purposes or staff direction. The Council will not normally take official action on items added to the agenda.***
- 7. CONSENT AGENDA - *These items are considered routine in nature and are approved with one motion without discussion/debate. The Mayor will ask if any Council member wishes to remove an item and place it on the regular agenda for discussion and consideration. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.***
 - 7.1. Approval of December 19, 2023 Council Proceedings (page 3-17)
 - 7.2. City of Thief River Falls Bills and Disbursements and Council Per Diems (page 18-46)
 - 7.3. Approval of "Schedule of Council Member Meetings" Authorized to Charge a Per Diem (page 47-48)
- 8. NEW BUSINESS**
 - 8.1. Approval to Designate the Times Newspaper as the Official Newspaper (page 49)
 - 8.2. Approval of Official Depositories for City Funds (page 50)
 - 8.3. Approval of Northern State Bank Collateral in Excess of FDIC Insurance for

2024 (page 51)

- 8.4. Approval of Appointment of Councilmember Steve Narverud as Acting Mayor in Absence of Mayor Holmer for Calendar Year 2024 (page 52)
- 8.5. Reaffirming City's Decision not to Waive the Monetary Limit of Municipal Tort Liability Established by MN Statute (page 53-54)
- 8.6. Approval of City Council Committee Assignments for Calendar Year 2024 (page 55-56)

9. COUNCIL BOARDS AND COMMISSIONS REPORTS - *Not all boards or commissions will have met prior to the Council meeting. These reports are intended to keep the other council members informed of actions or proposed actions taken by these boards and commissions. Only those with something to report would be on the agenda.*

10. UPCOMING MEETINGS

- 10.1. Public Utilities Committee - January 8th at 7:00 a.m.
- 10.2. Public Safety/Liquor Committee - January 8th at 4:30 p.m.
- 10.3. Administrative Services Committee - January 9th at 4:30 p.m. Room 201 City Hall
- 10.4. Public Works Committee - January 10th at 4:30 p.m.
- 10.5. City Council Meeting - January 16th at 5:30 p.m.

11. INFORMATIONAL ITEMS

12. ADJOURNMENT

City of Thief River Falls complies with the ADA. Individuals with disabilities requiring special aids should contact the City Administrator, 405 Third Street East, Thief River Falls, MN 56701, 218-681-2943, 48 hours prior to the scheduled meeting.



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

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Request for Council Action

DATE: 1/2/2024

SUBJECT: #7.1 Approval of December 19, 2023 Council Proceedings

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: By the City Council, to approve the December 19, 2023 Council Proceedings.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	12.19.23 City Council Minutes
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COUNCIL PROCEEDINGS

Tuesday, December 19, 2023

CALL TO ORDER

This meeting is officially called to order at 5:30 PM on December 19, 2023. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALLEGIANCE

ROLL CALL

The following Councilmembers were present: Holmer, McCraw, Narverud, Pream, Lorenson, Aarestad and Bolduc. Councilmember absent: Arlt. Mayor Holmer chaired the meeting.

PUBLIC HEARING - RESIDENTIAL TAX ABATEMENT

Public Works Director Travis Giffen presented that 3 new properties were added to the abatement program this year. Total abatement is \$13,017.82. Nobody came up to talk at the hearing.

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

Surface Water Assessment

Presentation by Derek Richter - Statewide Surface Water Planner and Dan Disrud - NW District DWP Planner

APPROVE AGENDA

Councilmember Mike Lorenson motioned, being seconded by Councilmember Anthony Bolduc, to approve the agenda with the addition 9.17 and 9.18.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 12.273.23: Approval of December 5, 2023 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution No. 12.273.23, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve December 5, 2023 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.274.23: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution No. 12.274.23, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$658,943.21. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.275.23: Approval To Process Year-End Accounts Payable Through December 29, 2023

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution No. 12.275.23, being seconded by Councilmember Scott Pream, that:

WHEREAS, Annually, the City Council can authorize payment of year-end bills to simplify the year-end accounting.

THEREFORE, BE IT RESOLVED By the City Council, to authorize staff to process year-end accounts payable with payment on December 29, 2023. Staff will email a report to the Council prior to payment with Council invited to contact City Administrator Angela Philipp if they see something they question.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.276.23: Additional Uncollectible Utility Account Write-offs

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution No. 12.276.23, being seconded by Councilmember Scott Pream, that:

WHEREAS, Collection of delinquent accounts is done each month rather than wait until year end. The attached is a summary of what has been done with those delinquent accounts.

THEREFORE, BE IT RESOLVED Accept a Utility Committee recommendation to approve write-off of uncollectible utilities accounts in the amount of \$8,072.76 has been submitted to the MN Revenue Recapture program, \$2,980.17 in misc. write-offs.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.277.23: Approve TRF Chamber of Commerce Temporary Intoxicating Liquor License

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution No. 12.277.23, being seconded by Councilmember Scott Pream, that:

WHEREAS, The TRF Chamber of Commerce has applied for a Temporary Intoxicating Liquor License yearly.

WHEREAS, Applicant shall comply with all restrictions, limitations, and regulations for the sale of liquor under the City Code and State Statutes.

Applicant hereby agrees to obtain a resolution of its governing board wherein applicant agrees to indemnify and hold harmless the City of Thief River Falls and its elected officials, employees, and agents, from and against any and all liabilities, judgements, settlements, losses, costs, or charges, including attorneys' fees, incurred by the City of Thief River Falls, and/or any of its elected officials, employees, and agents, as a result of any claim, demand, action, or suit relating to any bodily injury (including death), loss of property, and/or property damage caused by, arising out of, or relating to or associated with the granting of a temporary intoxicating liquor license to applicant.

Applicant also understands that all information contained on this application is public data according to Chapter 13 of the Minnesota State Statute. Failure to provide the requested information may result in the application being denied.

THEREFORE, BE IT RESOLVED Approve a Temporary Intoxicating Liquor License to TRF Chamber of Commerce effective August 16th & 18th, 2024, from 4 pm to 1 am at the Pennington County Fair Grounds.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.278.23: Approve Bruggeman Family Beer in the Park Permit

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution No. 12.278.23, being seconded by Councilmember Scott Pream, that:

WHEREAS, Becky Tranby has applied for a Beer in the Park Permit for a family reunion for 100 guests at Hartz Park East and West.

WHEREAS, The park has been reserved with the Parks and Recreation Department. No financial transactions may occur at this event for charging, directly or indirectly, for the sale of 3.2 malt liquor (i.e. admission, cover charge). The permit allows for the consumption of 3.2 Malt Liquor Only. No strong beer, wine, or intoxicating liquor is allowed.

THEREFORE, BE IT RESOLVED Approve a Beer in the Park Permit Effective July 6, 2024, from 9 am to 7 pm for Bruggeman Family Reunion at Hartz Park East and West.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.279.23: Approve 2024 Water Treatment Plant Chemical Bids

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution No. 12.279.23, being seconded by Councilmember Scott Pream, that:

WHEREAS, The City of Thief River Falls Water Systems Department solicits bids annually for chemicals used in the Water Treatment Plant to provide budget stability throughout the next twelve months.

WHEREAS, Inflation across the board has significantly increased bids for 2024. The budget has been adjusted accordingly.

THEREFORE, BE IT RESOLVED Approve the low Water treatment Plant Chemical Bids for calendar year 2023 as presented.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 12.280.23: Surface Water Assessment

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 12.280.23, being seconded by Councilmember Scott Pream, that:

WHEREAS, The Minnesota Department of Health along with Aecom engineering prepared a Source Water Assessment for the City of Thief River Falls.

WHEREAS, The Minnesota Department of Health identifies various sources and possible contaminants and threats. This updated Source Water Assessment will guide the amended Source Water Intake Protection Plan.

THEREFORE, BE IT RESOLVED Approve the 2023 Minnesota Department of Health Source Water Assessment and authorize the appropriate signatures.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.281.23: Approval of Tax Abatements

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 12.281.23, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The homeowner must submit a copy of their property tax statement and proof of payment. There are three new properties eligible for abatement this year. There are three existing properties in the second year, four in the third year, five in the fourth year of the abatement program. This program expired December 31, 2020. Any homes meeting the qualifications with building permits issued prior to December 31, 2020 will be honored. The abatement program was reinstated January 1, 2022 and will terminate December 31, 2026.

THEREFORE, BE IT RESOLVED Approve Tax Abatement for the following properties.

First Year

- 2006 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-024 Block-001. Parcel Number 25.12102410 - Haven Kuehn. Total estimated abatement is \$1000.28.
- 2020 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-017 Block-001. Parcel Number 25.12101710 - Kevin Roberts. Total estimated abatement is \$973.55.
- 2014 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-020 Block-001. Parcel Number 25.12102010 - Rebekah & Derek Lion. Total estimated abatement is \$886.68.

Second Year

- 828 Alice Drive. First Southeast Addition Lot-015 Block-003. Parcel number 25.03304129 – James Trojanowski. Total estimated abatement is \$1160.66.
- 208 Willow Rd. Noreen's First Addition S1/2 of lot 21 & Lot 22 less the SO 12' Blk 4 Parcel number 25.06205200– Margaret Porter. Total estimated abatement is \$815.24.
- 2024 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-015 Block-001 Parcel number 25.12101510 – Shelby Hagen. Total estimated

abatement is \$837.85.

Third Year

- 212 Willow Road. Noreen's First Addition SO 12' of Lot 22, Lot 23, Lot 24 Less SO 44' Blk 4 Parcel number 25.062.053.00 - Adrian Prestebak. Total estimated abatement is \$828.60.
- 2028 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-013 Block-001 Parcel number 25.121.013.10 - Bryce Gillie. Total estimated abatement is \$1014.16.
- 2004 Nelson Drive. Lot 5, Block 1, MMCDC'S Greenwood Neighborhood Addition Lot-025 Block-001. Parcel number 25.121.025.10 - Lori Alvarado. Total estimated abatement is \$589.58.
- 2022 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-016 Block-001 Parcel number 25.121.016.10 - Shelby Erickson. Total estimated abatement is \$1072.76.

Fourth Year

- 2015 Greenwood Street East. Lot 4, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.004.10 – Kellie Dagg. Total estimated abatement is \$592.67.
- 2013 Greenwood Street East. Lot 3, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.003.10 – Tanner Nessen. Total estimated abatement is \$838.88.
- 2103 Greenwood Street East. Lot 9, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.009.10 – Brandi Dorge. Total estimated abatement is \$729.91.
- 2021 Greenwood Street East. Lot 7, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.007.10 – Mackenzie Swick. Total estimated abatement is \$833.23.
- 2101 Greenwood Street East. Lot 8, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.008.10 – Tanner Dicken. Total estimated abatement is \$843.77.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.282.23: Approve Farmland Lease – Gilbert Industrial Park

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 12.282.23, being seconded by Councilmember Michele McCraw, that:

WHEREAS, This is a three-year farmland lease renewal with Pete C. Carlson for 35.65 acres at the Gilbert Industrial Park. The lease expires on December 15, 2026, and has provisions to terminate the lease in the event of any lot sales in the industrial park.

WHEREAS, Pete and his sons have been good lessee. This contract includes a 3% per year rent increase and has provisions to terminate the lease in the event of any lot sales in the industrial park.

WHEREAS, RENT. Lessee shall pay Lessor as rent for the premises for the full term of this Lease the sum of \$6,182.00, payable at City Hall, Thief River Falls, Minnesota, or as directed, in three (3) installments with interest at the rate of 8% percent on each installment after due, to wit:

\$2,000.00 on or before Nov. 15, 2024;
\$2,060.00 on or before Nov. 15, 2025; and
\$2,122.00 on or before Nov. 15, 2026.

Should the City or Advance Thief River Falls sell a lot on which Lessee has crop inputs, the City shall reimburse Lessee for the actual cost of those crop inputs. Crop inputs shall include seed, chemical, fertilizer, labor, and machinery. Labor and machinery shall be determined according to Pennington County standards as established by the Pennington County Extension Service. The City shall only be required to pay Lessee should Lessee be unable to harvest the crop planted for that year due to the sale of a lot and construction thereon.

WHEREAS, Execution of Lease Agreement by all parties involved.

THEREFORE, BE IT RESOLVED Approve the 3-year Farmland Lease Agreement with Pete C. Carlson for the Gilbert Industrial Park and authorize the Mayor and City Administrator to execute the agreement.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.283.23: Approval to Write Off Falls Liquor Store NSF Checks

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 12.283.23, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED By the City Council, to accept a Public Safety/Liquor Committee recommendation to write off Falls Liquor Store NSF checks totaling \$370.34 to bad debt expense. Efforts will continue to collect on the outstanding accounts.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.284.23: Approval of 2024 Tax Levy

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 12.284.23, being seconded by Councilmember Steve Narverud, that:

WHEREAS, On September 19, 2023 the City of Thief River Falls set the 2024 preliminary tax levy at \$3,711,572.

THEREFORE, BE IT RESOLVED By the City Council, to certify the City of Thief River Falls 2024 Tax Levy at \$3,660,960 to the Pennington County Auditor, representing a 8.5% increase from the 2023 Tax Levy. This 8.5% increase also produced a reduction in the City of Thief River Falls' proposed tax rate. The breakdown

of the 2024 Tax Levy is as follows:

General Fund Levy	\$2,542,407
Bonded Debt Levy	<u>\$1,118,553</u>
Net Tax Levy	\$3,660,960

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.285.23: Adopt the City of Thief River Falls Final 2024 Budget

Following discussion, Councilmember Michele McCraw introduced Resolution No. 12.285.23, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED By the City Council, to adopt the City of Thief River Falls Preliminary 2024 Budget. A summary of the 2024 revenue and expenditures is as follows:

	2024 REVENUE	2024 EXPENSE	FUND BALANCE RESERVES +OR-
General Fund	\$ 10,674,025.00	\$ 10,694,025.00	\$ (20,000.00)
Liquor Dispensary	\$ 5,068,350.00	\$ 5,476,020.00	\$ (407,670.00)
Electric Utility Fund	\$ 17,565,000.00	\$ 17,641,360.00	\$ (76,360.00)
Storm Water Utility Fund	\$ 372,000.00	\$ 372,000.00	\$ -
Water Utility Fund	\$ 3,162,342.00	\$ 2,977,357.00	\$ 184,985.00
Wastewater Utility Fund	\$ 1,228,150.00	\$ 1,141,239.00	\$ 86,911.00
Police Relief Pension Fund	\$ 10,610.00	\$ 15,003.00	\$ (4,393.00)
Debt Service Fund	\$ 1,548,190.00	\$ 1,490,937.00	\$ 57,253.00
Totals	\$ 39,628,667.00	\$ 39,807,941.00	\$ (179,274.00)

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.286.23: Approval of Certification of Unpaid Grass Mowing/Weed Trimming/Tree Removal Charges To Property Owners' 2024 Property Tax

Following discussion, Councilmember Scott Pream introduced Resolution No. 12.286.23, being seconded by Councilmember Steve Narverud, that:

WHEREAS, Grass mowing/weed trimming/tree removal charges remain unpaid to the City of Thief River Falls; and,

WHEREAS, Pursuant to City Code Section 91.01 and Minnesota State Statute 429.101, the City may certify to the Pennington County Auditor the unpaid charges.

THEREFORE, BE IT RESOLVED By the City Council, to certify the following unpaid

grass mowing/weed trimming/tree removal charges from the 2023 season to the Pennington County Auditor for collection as part of the property owner's property tax statement in 2024 in the amount of \$6657.84 and a miscellaneous write-off in the amount of \$87.78 due to the sale of property, for a total of \$6745.62:

**TREE REMOVAL ADDRESS PARCEL AMOUNT
OWNER**

Michael Larson	1016 Duluth Ave N	25.021.019.20	\$1,284.58
Adam Lian	412 Duluth Ave N	25.003.161.20	\$2,180.78

**GRASS ADDRESS PARCEL AMOUNT
MOWING/WEED
TRIMMING
OWNER**

Michael Larson	1016 Duluth Ave N	25.021.019.20	\$173.04
Maile Roper	610 1st St E	25.006.297.60	\$43.89
Bergee Rentals LLC	118 Conley Ave N	25.006.275.50	43.89
Bergee Rentals LLC	408 Riverside Ave	25.005.125.80	\$43.89
Bergee Rentals LLC	313 Riverside Ave	25.005.064.00	\$42.63
Gladys Hanson	408 Arnold Ave S	25.005.098.30	\$130.41
Ronald & Corinne Dargus	624 Dewey Ave N	25.016.050.00	\$87.78
Andrew Dally	414 Crocker Ave S	25.012.144.50	\$87.15
Andres Cortez	241 Kneale Ave N	25.006.139.60	\$87.15
Yvonne McHam	217 Merriam Ave N	25.012.004.40	\$130.41
Spring Thias	227 Markley Ave N	25.006.244.10	\$414.37
Pilgrimage of TRF LLC	201 Tindolph Ave S	25.012.035.60	\$189.52
CK Properties	103 Cottonwood Ave	25.054.028.30	\$190.78
Charlie Bedard	503 Duluth Ave N	25.003.046.00	\$43.89
Reese Hernandez	824 Dewey Ave N	25.058.003.10	\$87.15
Village of the Northland	1508 Highway 1 E	25.047.020.00	\$411.73
The Bank of New York	142 Willow Rd	25.062.043.00	\$87.15
Patrick O'Neill	724 Dewey Ave N	25.016.027.70	120.34
Kandy Kay Bratton	619 Markley Ave S	25.010.019.30	\$43.26
Jessica Weyers	124 Conley Ave S	25.006.274.50	\$43.26
Samantha Klopp	609 Atlantic Ave N	25.003.003.20	\$43.26
Esther Fixter	213 Crocker Ave N	25.005.098.30	\$43.26
Rhonda Bach	708 Knight Ave N	25.014.026.30	\$43.26
Samuel Podlak	615 Arnold Ave N	25.015.048.70	\$43.26
Sheddean Hanson	1218 Arnold Ave N	25.031.021.00	\$85.89
Grant Reed	708 Duluth Ave N	25.015.025.40	\$59.74
Marcos Gomez	1907 Highway 59 S	25.001.070.00	\$59.74

Properties

Daren Asp	412 1st St E	25.006.263.40	\$59.74
Lynell Omlid	312 State Ave S	25.024.003.10	\$42.63
Thomson Reuters	1301 3rd St W	25.053.002.10	\$210.00

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.287.23: Approving Plans and Specifications and Calling for Bids for the TRF Library Bathroom Reconstruction Project

Following discussion, Councilmember Scott Pream introduced Resolution No. 12.287.23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The project is based on an item generated from the City's Building Committee, items that have been generated and prioritized for needs, viability, and approval from City Council.

WHEREAS, Approving plans and specifications and calling for bids at the December 19th council meeting will allow for the advertising time required for acceptance of an anticipated 2024 Construction Project.

THEREFORE, BE IT RESOLVED Adopt a Resolution approving Plans and Specifications and Calling for Bids for the TRF Library Bathroom Reconstruction Project.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.288.23: Approve City Hall Remodel Project

Following discussion, Councilmember Steve Narverud introduced Resolution No. 12.288.23, being seconded by Councilmember Scott Pream, that:

WHEREAS, The project is based on an item generated from the City's Building Committee. These are items that have been generated and prioritized for needs and project viability. The amended version of remodel plans includes changes to improve safety for both the public and employees in areas of utility billing, main lobby, and public bathrooms.

WHEREAS, Bids for City Hall Remodel Project were opened July 25, 2023. A decision to award the project must be made to ensure a 2024 project completion date.

THEREFORE, BE IT RESOLVED Approve Schmitz Builders, Inc. as the low bidder and award the City Hall Remodel Project as per amended version of to not exceed \$400,000.00.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.289.23: Approve Engineering Services

Following discussion, Councilmember Steve Narverud introduced Resolution No. 12.289.23, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The City of Thief River Falls uses an external consultant to provide engineering services for municipal street and utilities improvement projects, state required bridge inspections and municipal state aid process. The City of Thief River Falls, has a long-term successful relationship with Widseth engineering in working together with city staff to complete these tasks.

WHEREAS, Each year the success of the relationship is evaluated, and an appointment made. The Public Works Committee discussed the services provided and determined it be in the City's best interest to reappoint Widseth, and Rich Clauson. This is a multi-discipline firm with expertise in many areas. They have a strong relationship with the MnDot State Aid office and specialize in municipal projects. There is great value to utilize a firm that has been involved in long term projects that often span several years from inception through completion.

THEREFORE, BE IT RESOLVED Approve the reappointment of Widseth as the city engineering firm, and Rich Clauson as the Engineer of Record.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.290.23: Call for 2024 Public Improvements Feasibility Report

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 12.290.23, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The following list of potential improvements is based on items from the City's Capital Improvement Program, items requested by developers, and other departments.

Federal Funded

- Utilities improvements, resurfacing, ADA improvements, drainage improvements, on 1st street from T.H. #59 to RR tracks.
- 13th St from #32 to RR tracks.
- 6th St. from RR tracks to Barzen Ave.

Locally Funded

- Kendall Ave from 1st St. to 3rd St
- Crocker Ave from 1st St to 2nd St

WHEREAS, The City needs to begin the process of discussing items to be included in a public improvement project in 2024 to assure adequate time for a project hearing and construction drawings preparation to have a project ready to bid in the Spring of 2024 for completion next fall.

THEREFORE, BE IT RESOLVED Call for a Feasibility Report for the potential 2024 Street & Utilities Improvements.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.291.23: Approval to post internally for the position of Public Works Forester

Following discussion, Councilmember Scott Pream introduced Resolution No. 12.291.23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The Public Works Department is seeking to fill the position of Forester due to the resignation of Louis Brown effective September 26, 2023. The position is necessary to continue the efficient operation of the Public Works Department.

THEREFORE, BE IT RESOLVED To begin the process to fill the position of Forester within the Public Works Department. Position shall be open to Teamster #320 employees for ten days, as per union contract. If not filled due to the internal posting, the public posting process will be reviewed by the Public Works Committee.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.292.23: Approve to fill 4 full-time Off Sale Clerk Positions in the Liquor Department

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 12.292.23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The Public Safety / Liquor Committee agrees to fill the 4 positions with full-time. These positions have been determined to be necessary for the continued efficiency and success in the operations of the Liquor Department.

THEREFORE, BE IT RESOLVED To accept the Public Safety / Liquor Committee recommendation to fill 4 full-time Off Sale Clerk positions at Falls Liquors and open the positions to Teamster No. 320 Union employees from December 20, 2023 to January 5, 2024 as part of the internal transfer process. In the event that the positions are not filled through the Teamster internal transfer process, the positions will be opened to the public.

On vote being taken, the resolution was unanimously passed.

1915 Picture Card - Group Picture

Following discussion, Councilmember Michele McCraw recommended payment, being seconded by Councilmember Steve Narverud, that:

THEREFORE, BE IT RESOLVED To Pay \$8.00 to Lowell Joerg for the 1915 Picture Card and send a group photo with council members and the postcard.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.293.23: Approve Council members to be issued cell phones

Following discussion, Councilmember Michele McCraw introduced Resolution No. 12.293.23, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The City of Thief River Falls recently went through a domain change from .net to .gov. With this change, the security of the .gov no longer allows another email

address to be on the same device as the city email address. It was recommended that this would be the best way to continue the best service to the community.

THEREFORE, BE IT RESOLVED To authorize Joanne Olson, IT Coordinator, to issue City cell phones to the 8 council members for the City of Thief River Falls. The phones will be returned to the city when the council members are no longer an elected official.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.294.23: Venuworks Management Contract

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 12.294.23, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, The City of Thief River Falls owns the Ralph Engelstad Arena and Huck Olson Memorial Arena along with the Tourist Park and part of the Multi-Events Center Complex. In September, 2019, an Interim Management Agreement was entered into with Venuworks while a multi-year agreement was being completed to manage the 4 facilities. The 5-year Management Agreement started January 1, 2020.

THEREFORE, BE IT RESOLVED To authorize the City Administrator to send a letter of termination to Venuworks, LLC to exercise the City of Thief River Falls' right, in its sole discretion, without penalty or cause, to terminate the Agreement at any time during the fourth year of the contract by giving not less than one hundred eighty (180) days prior written notice.

On vote being taken, Lorenson, Bolduc, Aarestad, McCraw, and Holmer voted aye. Narverud, Pream and voted nay. Absent: Arlt. The resolution passed.

RESOLUTION NO. 12.295.23: Approve a loan to the Heritage Center for furnace, Air handler, and A/C unit

Following discussion, Councilmember Michele McCraw introduced Resolution No. 12.295.23, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, The City of Thief River Falls has had a memorandum of understanding since 1989 for the City to participate in Heritage Center for senior citizen programs by providing utilities, phone, and a portion of the 1st qtr manager salary. By approving a loan for new equipment, saves on future utility bills paid by the City.

THEREFORE, BE IT RESOLVED Grant a seven (7) year Loan in the amount of \$80,000 with interest rate of 2%, to the Heritage Center for a new natural gas furnace, air handler unit and a new A/C unit. Payments will be on a yearly basis starting December 15, 2024.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.296.23: Approve Bitco Insurance Company proposal on the workers compensation program

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 12.296.23, being seconded by Councilmember Scott Pream, that:

WHEREAS,

1. The options clearly outlined the advantage with the Guaranteed Cost proposal from Bitco Insurance Company with a premium of \$145,574.
2. The renewal from League of MN Cities Insurance Trust (LMCIT) was \$268,509 and if we accept the Retrospective program, like we have in the past, we will have a final premium within the range of \$148,646 (minimum) and \$391,968 (maximum).

The Retrospective plan with LMCIT is a 15-year shared risk policy endorsement that holds us tied to losses for the full 15 years to determine final premium.

THEREFORE, BE IT RESOLVED Move the City of Thief River Falls' workers compensation program to Bitco Insurance Company.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Councilmember Jason Aarestad commented on the Heritage Center and the Holiday Train. Lots of meals were served at the Heritage Center.
- Councilmember Mike Lorensen commented on the Hydro Corp for water main replacement have been very polite and professional.
- Councilmember Steve Narverud mentioned Mike Parker passed away. Mike served on the Planning and Zoning Committee. He was a great person to have a conversation with and condolences to the Parker family. Mike served just short of 30 years.
- Mayor Holmer reminded council that he will be finalizing committees for 2024. If anyone would like to request a different committee let Mayor or Angie know.
- Councilmember Mike Lorensen mentioned snow removal. Mike states the Public Works Department was out moving snow and had equipment break down. They borrowed equipment which also broke down. They are working hard to clear streets.

UPCOMING MEETINGS

- City Council Meeting - January 2nd at 5:30 p.m.
- Public Utilities Committee Meeting - January 8th at 7:00 a.m.
- Public Safety Liquor Committee Meeting - January 8th at 4:30 p.m.
- Administrative Services Committee Meeting - January 9th at 4:30 p.m.
- Public Works Committee Meeting - January 10th at 4:30 p.m.
- City Council Meeting - January 16th at 5:30 p.m.

INFORMATIONAL ITEMS

- November 2023 Investment Summary
- Congratulations on Completion of the 2023 Body Worn Camera Audit

Police Chief Adam gave a description of the two year body camera audit process.

Councilmember Steve Narverud thanked Marissa and her officers for all that they do.

ADJOURNMENT

There being no further discussion, Councilmember Scott Pream, being seconded by Councilmember Mike Lorenson to adjourn at 6:44 p.m. On vote being taken, the Chair declared the motion unanimously carried.

Brian D. Holmer, Mayor

Attest: _____
Angela Philipp, City Administrator



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 1/2/2024

SUBJECT: #7.2 City of Thief River Falls Bills and Disbursements and Council Per Diems

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: By the City Council, to authorize payment of bills and disbursements in the total amount of \$4,593,630.92 and council per diem in the amount of \$455.00. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	01-02-2024 SUMMARY OF DISBURSEMENTS
2.	Expense Account Codes
3.	010224 Council Per Diem
4.	Packet 809 12.14.23 #25 Payroll
5.	Packet 810 12.14.23 #25 Payroll
6.	Packet 811 12.14.23 #25 Payroll
7.	Packet 812 12.14.23 Electric Inventory
8.	Packet 814 01.04.24 Northland Trust SRVCS
9.	Packet 815 12.20.23 Direct Payables
10.	Packet 817 12.20.23 Direct Payables
11.	Packet 820 12.22.23 Direct Payables



City of Thief River Falls

#7.02

COUNCIL MEETING BILLS

JANUARY 2nd, 2024

SUMMARY OF DISBURSEMENTS

12/14/2023	AP PKT #812 - ELECTRIC INVENTORY	\$72,479.46
1/2/2024	AP PKT #814 - NORTHLAND TRUST SERVICES	\$2,794,481.88
12/20/2023	AP PKT #815 - DIRECT PAYABLES	\$987,959.84
12/20/2023	AP PKT #817 - DIRECT PAYABLES	\$370,592.28
12/14/2023	AP PKT #809 - #25 PAYROLL	\$219,452.50
12/14/2023	AP PKT #810 - #25 PAYROLL	\$136.62
12/14/2023	AP PKT #811 - #25 PAYROLL	\$26,698.38
12/22/2023	AP PKT #820 - DIRECT PAYABLES	\$121,829.96
GRAND TOTAL OF DISBURSEMENTS		\$4,593,630.92

CITY OF THIEF RIVER FALLS

EXPENSE ACCOUNT CODES

FUND	DEPARTMENT	DESCRIPTION
100	GENERAL FUND	
	4110	City Council
	4140	Elections
	4150	City Administration
	4160	City Attorney
	4192	IT Department
	4194	Government Buildings
	4210	Police
	4215	Emergency Management
	4220	Fire
	4240	Building Official
	4312	Street
	4315	Sanitation
	4316	Street Lighting
	4510	Park Department
	4550	Branch Library
	4560	Carnegie Library Building
	4570	201 Atlantic Ave Garage
	4650	Public Works
	4670	General Administration
210	COMMUNITY DEVELOPMENT REVOLVING LOAN FUND	
230	TRF K-9 UNIT FUND	
260	MECC	
270	TRAIN CANOPY	
610	LIQUOR	
620	WATER UTILITY	
630	REA & HOMCC ARENAS - VENUWORKS	
640	MULTI EVENTS CULTURAL CENTER - VENUWORKS	
650	TOURIST PARK CAMPGROUNDS - VENUMORKS	
670	STORM WATER UTILITY	
680	WASTEWATER UTILITY	
690	ELECTRIC UTILITY	
810	POLICE RELIEF ASSOCIATION	
820	GREENWOOD CEMETERY FUND	

COUNCIL PER DIEM TO BE PAID ON 01/25/2024 PAYROLL
Presented 01/2/2024 Council Meeting

Jon Scott Pream - November 2023

11/2/2023	Bike & Walk TRF	9:15am	TRF Public Library	\$32.50
11/13/2023	Utilities Committee	7:00am	City Hall	\$32.50
11/14/2023	CVB	12:00pm	Carnegie	\$32.50
11/14/2023	NW Regional Library Board	4:30pm	HQ	\$32.50
11/15/2023	MEC	7:30am	DSC	\$32.50
11/15/2023	Public Works	4:30pm	City Hall	\$32.50
11/16/2023	TRF Library	2:00pm	Library	\$32.50

\$227.50

Jon Scott Pream - December 2023

12/7/2023	Gary Paulson Meeting	10:00am	Library	\$32.50
12/7/2023	NW Regional Library Board	4:30pm	HQ	\$32.50
12/11/2023	Utilities Committee	4:30PM	City Hall	\$32.50
12/12/2023	CVB	12:00pm	Airport	\$32.50
12/13/2023	Public Works	4:30pm	City Hall	\$32.50
12/14/2023	NW Regional Library Board	4:30pm	HQ	\$32.50
12/21/2023	Gary Paulson Meeting	10:00am	Library	\$32.50

Total \$227.50

\$455.00



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00809 - PYPKT00975 - 2023 12 14 #25 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0000950	12/14/2023	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		21,799.64
INTERNAL REVENUE SERVICE	INV0000950	12/14/2023	740-20150	Payroll Taxes Payable	MEDICARE		7,374.96
INTERNAL REVENUE SERVICE	INV0000950	12/14/2023	740-20150	Payroll Taxes Payable	FED W/H		25,002.03
Vendor INTERNAL REVENUE SERVICE Total:							54,176.63
Vendor: LAW ENFORCEMENT LABOR SERVICES							
LAW ENFORCEMENT LABOR...	INV0000945	12/14/2023	740-24000	Clearing Account	LELS Dues		945.00
Vendor LAW ENFORCEMENT LABOR SERVICES Total:							945.00
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIRE...	INV0000951	12/20/2023	100-4150-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0000951	12/20/2023	100-4210-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0000951	12/20/2023	100-4220-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0000951	12/20/2023	100-4312-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0000951	12/20/2023	100-4315-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0000951	12/20/2023	100-4510-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0000951	12/20/2023	100-4650-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0000951	12/20/2023	690-4825-61340	MSRS HCSP	HCSP Retiree		100.00
Vendor MINNESOTA STATE RETIREMENT SYS Total:							1,000.00
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WIT...	INV0000949	12/14/2023	740-20160	State Withholding	State W/H Tax		11,949.20
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							11,949.20
Vendor: NCPERS GROUP LIFE INSURANCE							
NCPERS GROUP LIFE INSUR...	INV0000946	12/14/2023	740-24000	Clearing Account	PLIFE		448.00
Vendor NCPERS GROUP LIFE INSURANCE Total:							448.00
Vendor: NORTHWEST SERVICE COOPERATIVE							
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	100-4150-61310	Health Insurance	Health Insurance Premium		4,161.98
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	100-4210-61310	Health Insurance	Health Insurance Premium		16,784.01
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	100-4220-61310	Health Insurance	Health Insurance Premium		5,361.46
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	100-4240-61310	Health Insurance	Health Insurance Premium		1,428.51
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	100-4312-61310	Health Insurance	Health Insurance Premium		6,992.63
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	100-4315-61310	Health Insurance	Health Insurance Premium		4,735.35
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	100-4510-61310	Health Insurance	Health Insurance		-1,031.43
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	100-4650-61310	Health Insurance	Health Insurance Premium		397.08
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	100-4660-61310	Health Insurance	Health Insurance Premium		2,283.65
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	610-4825-61310	Health Insurance	Health Insurance Premium		5,836.36
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	620-4825-61310	Health Insurance	Health Insurance Premium		4,174.53

Council Approval Register

Packet: APPKT00809 - PYPKT00975 - 2023 12 14 #25 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	680-4825-61310	Health Insurance	Health Insurance Premium		5,114.30
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	690-4825-61310	Health Insurance	Health Insurance Premium		13,632.68
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	740-4870-63620	Employee BC/BS Monthly Bil..	Health Insurance Employee ...		17,594.86
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	740-4870-63660	Retiree BC/BS Monthly billi...	Health Insurance Retiree		7,017.40
NORTHWEST SERVICE COO...	INV0000952	12/20/2023	820-4825-61310	Health Insurance	Health Insurance Premium		1,428.51
Vendor NORTHWEST SERVICE COOPERATIVE Total:							95,911.88
Vendor: P E R A OF MN							
P E R A OF MN	INV0000948	12/14/2023	740-20180	PERA Payable	PERA EE/ER COORD		25,474.17
P E R A OF MN	INV0000948	12/14/2023	740-20180	PERA Payable	PERA EE/ER P&F		23,742.48
Vendor P E R A OF MN Total:							49,216.65
Vendor: SUN LIFE FINANCIAL (LTD)							
SUN LIFE FINANCIAL (LTD)	INV0000947	12/14/2023	740-24000	Clearing Account	LTD Premium		464.43
Vendor SUN LIFE FINANCIAL (LTD) Total:							464.43
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0000941	12/14/2023	740-24000	Clearing Account	Contributions Employee		4,996.87
Vendor VANTAGEPOINT ICMA Total:							4,996.87
Vendor: WEX BANK							
WEX BANK	INV0000944	12/14/2023	740-24000	Clearing Account	HSA		343.84
Vendor WEX BANK Total:							343.84
Grand Total:							219,452.50

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	42,013.24
610 - LIQUOR DISPENSARY	5,836.36
620 - WATER UTILITY FUND	4,174.53
680 - WASTEWATER UTILITY FUND	5,114.30
690 - ELECTRIC UTILITY FUND	13,732.68
740 - TRF HEALTH INSURANCE FUND	147,152.88
820 - GREENWOOD CEMETERY FUND	1,428.51
Grand Total:	219,452.50

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	4,161.98
100-4150-61340	MSRS HCSP	200.00
100-4210-61310	Health Insurance	16,784.01
100-4210-61340	MSRS HCSP	100.00
100-4220-61310	Health Insurance	5,361.46
100-4220-61340	MSRS HCSP	200.00
100-4240-61310	Health Insurance	1,428.51
100-4312-61310	Health Insurance	6,992.63
100-4312-61340	MSRS HCSP	100.00
100-4315-61310	Health Insurance	4,735.35
100-4315-61340	MSRS HCSP	100.00
100-4510-61310	Health Insurance	-1,031.43
100-4510-61340	MSRS HCSP	100.00
100-4650-61310	Health Insurance	397.08
100-4650-61340	MSRS HCSP	100.00
100-4660-61310	Health Insurance	2,283.65
610-4825-61310	Health Insurance	5,836.36
620-4825-61310	Health Insurance	4,174.53
680-4825-61310	Health Insurance	5,114.30
690-4825-61310	Health Insurance	13,632.68
690-4825-61340	MSRS HCSP	100.00
740-20150	Payroll Taxes Payable	54,176.63
740-20160	State Withholding	11,949.20
740-20180	PERA Payable	49,216.65
740-24000	Clearing Account	7,198.14
740-4870-63620	Employee BC/BS Monthl...	17,594.86
740-4870-63660	Retiree BC/BS Monthly bi..	7,017.40
820-4825-61310	Health Insurance	1,428.51
Grand Total:		219,452.50

Project Account Summary

Project Account Key	Expense Amount
None	219,452.50
Grand Total:	219,452.50



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00810 - PYPKT00975 - 2023 12 14 #25 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VSP INSURANCE CO							
VSP INSURANCE CO	INV0000943	12/14/2023	740-24000	Clearing Account	FLEX VISION		157.48
VSP INSURANCE CO	INV0000943	12/14/2023	740-4870-63645	Vision Insurance - COBRA	FLEX VISION COBRA March		-20.86
						Vendor VSP INSURANCE CO Total:	136.62
						Grand Total:	136.62

Fund Summary

Fund	Expense Amount
740 - TRF HEALTH INSURANCE FUND	136.62
Grand Total:	136.62

Account Summary

Account Number	Account Name	Expense Amount
740-24000	Clearing Account	157.48
740-4870-63645	Vision Insurance - COBRA	-20.86
Grand Total:		136.62

Project Account Summary

Project Account Key	Expense Amount
None	136.62
Grand Total:	136.62



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00811 - PYPKT00975 - 2023 12 14 #25 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIRE...	INV0000942	12/14/2023	740-24000	Clearing Account	MSRS		26,698.38
Vendor MINNESOTA STATE RETIREMENT SYS Total:							26,698.38
Grand Total:							26,698.38

Fund Summary

Fund	Expense Amount
740 - TRF HEALTH INSURANCE FUND	26,698.38
Grand Total:	26,698.38

Account Summary

Account Number	Account Name	Expense Amount
740-24000	Clearing Account	26,698.38
Grand Total:		26,698.38

Project Account Summary

Project Account Key	Expense Amount
None	26,698.38
Grand Total:	26,698.38



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00812 - 12/14/23 ELECTRIC INVENTORY

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DAKOTA SUPPLY GROUP							
DAKOTA SUPPLY GROUP	S102965596.001 TAX	11/16/2023	690-14100	Inventory - Materials	SALES TAX OWED		1,237.50
DAKOTA SUPPLY GROUP	S102965596.001	11/20/2023	690-14100	Inventory - Materials	30ft Aluminum w/tenon		18,000.00
DAKOTA SUPPLY GROUP	S103155342.006 TAX	11/13/2023	690-14100	Inventory - Materials	SALES TAX OWED		1.81
DAKOTA SUPPLY GROUP	S103155342.006	11/14/2023	690-14100	Inventory - Materials	Mini 15A Fuse		26.28
DAKOTA SUPPLY GROUP	S103180670.001	11/14/2023	690-14100	Inventory - Materials	Female & Male Grounding L...		347.93
DAKOTA SUPPLY GROUP	S103180670.001TAX	11/08/2023	690-14100	Inventory - Materials	SALES TAX OWED		23.92
DAKOTA SUPPLY GROUP	S103191831.001	11/22/2023	100-4550-62230	Building Maint & Repair	LED - TRF LIBRARY		195.94
DAKOTA SUPPLY GROUP	S103218587.001	11/02/2023	100-4194-62230	Building Maint & Repair	LED LIGHTS - CURLING CLUB		376.60
DAKOTA SUPPLY GROUP	S103225413.001 TAX	11/06/2023	690-14100	Inventory - Materials	SALES TAX OWED		3.58
DAKOTA SUPPLY GROUP	S103225413.001	11/08/2023	690-14100	Inventory - Materials	Photo Control LED Stem EK...		52.01
DAKOTA SUPPLY GROUP	S103225679.001	11/06/2023	100-4194-62230	Building Maint & Repair	LED PHOTO CONTROL - CUR...		48.21
DAKOTA SUPPLY GROUP	S103229285.001	11/08/2023	690-14100	Inventory - Materials	Black #12 Thhn Stranded Wi...		78.21
DAKOTA SUPPLY GROUP	S103229285.001	11/08/2023	690-14100	Inventory - Materials	Red #12 Thhn Stranded Wire		78.21
DAKOTA SUPPLY GROUP	S103229285.001	11/08/2023	690-14100	Inventory - Materials	Brown #12 Thhn Stranded ...		78.21
DAKOTA SUPPLY GROUP	S103242967.001	11/20/2023	690-4840-62400	Small Tools and Minor Equip	TOOL - #105		131.56
DAKOTA SUPPLY GROUP	S103264302.001	11/20/2023	100-4312-62230	Building Maint & Repair	AIR HANDLER SUPPLIES		317.60
DAKOTA SUPPLY GROUP	S103268982.001	11/20/2023	620-4850-62230	Building Maint & Repair	OUTLET		141.77
DAKOTA SUPPLY GROUP	S103275875.001	11/22/2023	100-4510-62990	Misc. Operating Expense	OUTLET - GFI PARK		94.61
Vendor DAKOTA SUPPLY GROUP Total:							21,233.95
Vendor: STUART C IRBY CO							
STUART C IRBY CO	S013472429.003	11/14/2023	690-14100	Inventory - Materials	Howard NEW 750 480/277 ...		50,658.75
STUART C IRBY CO	S013833325.001	12/13/2023	690-14100	Inventory - Materials	500 5/8 4 POS UT Bars		67.94
STUART C IRBY CO	S013833325.001	12/13/2023	690-14100	Inventory - Materials	200 Amp Cut Outs		139.71
STUART C IRBY CO	S013833325.003	12/13/2023	690-14100	Inventory - Materials	1/0 Splice Kit		379.11
Vendor STUART C IRBY CO Total:							51,245.51
Grand Total:							72,479.46

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	1,032.96
620 - WATER UTILITY FUND	141.77
690 - ELECTRIC UTILITY FUND	71,304.73
Grand Total:	72,479.46

Account Summary

Account Number	Account Name	Expense Amount
100-4194-62230	Building Maint & Repair	424.81
100-4312-62230	Building Maint & Repair	317.60
100-4510-62990	Misc. Operating Expense	94.61
100-4550-62230	Building Maint & Repair	195.94
620-4850-62230	Building Maint & Repair	141.77
690-14100	Inventory - Materials	71,173.17
690-4840-62400	Small Tools and Minor E...	131.56
Grand Total:		72,479.46

Project Account Summary

Project Account Key	Expense Amount
None	72,479.46
Grand Total:	72,479.46



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00814 - 01/02/2024 NORTHLAND TRUST SRVCS

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: NORTHLAND TRUST SERVICES INC							
NORTHLAND TRUST SERVIC...	2024 - THIEF 12A	01/02/2024	400-4710-66010	Bond Principal	BOND PRINCIPAL - 2024 THI...		75,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 12A	01/02/2024	400-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		1,590.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 12A	01/02/2024	400-4750-66200	Fiscal Agent s Fees	PAYING AGENT FEES - 2024 ...		148.50
NORTHLAND TRUST SERVIC...	2024 - THIEF 12A	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		30,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 12A	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		1,822.50
NORTHLAND TRUST SERVIC...	2024 - THIEF 12A	01/02/2024	620-4710-66200	Fiscal Agent s Fees	PAYING AGENT FEES - 2024 ...		346.50
NORTHLAND TRUST SERVIC...	2024 - THIEF 14A	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		78,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 14A	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		877.50
NORTHLAND TRUST SERVIC...	2024 - THIEF 14A	01/02/2024	690-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		117,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 14A	01/02/2024	690-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		1,316.25
NORTHLAND TRUST SERVIC...	2024 - THIEF 14B	01/02/2024	450-4710-66010	Bond Principal	BOND PRINCIPAL - 2024 THI...		60,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 14B	01/02/2024	450-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		3,525.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 14B	01/02/2024	450-4750-66200	Fiscal Agent s Fees	PAYING AGENT FEES - 2024 ...		396.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 14B	01/02/2024	680-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		10,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 14B	01/02/2024	680-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		650.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 14B	01/02/2024	680-4710-66200	Fiscal Agent s Fees	PAYING AGENT FEES - 2024 ...		99.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 15A	01/02/2024	470-4710-66010	Bond Principal	BOND PRINCIPAL - 2024 THI...		65,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 15A	01/02/2024	470-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		3,935.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 15A	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		40,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 15A	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		4,390.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 16A	01/02/2024	480-4710-66010	Bond Principal	BOND PRINCIPAL - 2024 THI...		85,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 16A	01/02/2024	480-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		6,750.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 16A	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		28,350.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 16A	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		3,465.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 16A	01/02/2024	680-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		16,650.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 16A	01/02/2024	680-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		2,035.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 17A	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		215,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 17A	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		84,330.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 17B	01/02/2024	490-4710-66010	Bond Principal	BOND PRINCIPAL - 2024 THI...		105,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 17B	01/02/2024	490-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		12,768.75
NORTHLAND TRUST SERVIC...	2024 - THIEF 17B	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		15,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 17B	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		1,631.25
NORTHLAND TRUST SERVIC...	2024 - THIEF 18A	01/02/2024	690-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		160,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 18A	01/02/2024	690-4710-66110	Bond Interest	BOND INTEREST- 2024 THIEF..		56,412.50
NORTHLAND TRUST SERVIC...	2024 - THIEF 18A	01/02/2024	690-4710-66200	Fiscal Agent s Fees	PAYING AGENT FEES - 2024 ...		495.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 18B	01/02/2024	310-4710-66010	Bond Principal	BOND PRINCIPAL - 2024 THI...		145,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 18B	01/02/2024	310-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		19,450.00

Council Approval Register

Packet: APPKT00814 - 01/02/2024 NORTHLAND TRUST SRVCS

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
NORTHLAND TRUST SERVIC...	2024 - THIEF 18B	01/02/2024	310-4750-66200	Fiscal Agent s Fees	PAYING AGENT FEES - 2024 ...		205.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 18B	01/02/2024	320-4710-66010	Bond Principal	BOND PRINCIPAL - 2024 THI...		130,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 18B	01/02/2024	320-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		10,200.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 18B	01/02/2024	320-4750-66200	Fiscal Agent s Fees	PAYING AGENT FEES - 2024 ...		200.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 18B	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		33,800.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 18B	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		6,797.38
NORTHLAND TRUST SERVIC...	2024 - THIEF 18B	01/02/2024	620-4710-66200	Fiscal Agent s Fees	PAYING AGENT FEES - 2024 ...		45.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 18B	01/02/2024	680-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		31,200.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 18B	01/02/2024	680-4710-66110	Bond Interest	BOND INTREST - 2024 THIEF...		6,274.50
NORTHLAND TRUST SERVIC...	2024 - THIEF 18B	01/02/2024	680-4710-66200	Fiscal Agent s Fees	PAYING AGENT FEES - 2024 ...		45.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 19A	01/02/2024	330-4710-66010	Bond Principal	BOND PRINCIPAL - 2024 THI...		135,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 19A	01/02/2024	330-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		13,597.50
NORTHLAND TRUST SERVIC...	2024 - THIEF 19A	01/02/2024	420-4710-66010	Bond Principal	BOND PRINCIPAL - 2024 THI...		30,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 19A	01/02/2024	420-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		1,932.50
NORTHLAND TRUST SERVIC...	2024 - THIEF 19A	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		39,150.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 19A	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		5,566.91
NORTHLAND TRUST SERVIC...	2024 - THIEF 19A	01/02/2024	680-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		5,850.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 19A	01/02/2024	680-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		831.84
NORTHLAND TRUST SERVIC...	2024 - THIEF 20A	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		25,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20A	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		2,305.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20A	01/02/2024	670-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		105,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20A	01/02/2024	670-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		15,385.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20A	01/02/2024	680-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		140,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20A	01/02/2024	680-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		20,362.50
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	380-4710-66010	Bond Principal	BOND PRINCIPAL - 2024 THI...		20,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	380-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		1,450.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	390-4710-66010	Bond Principal	BOND PRINCIPAL - 2011A TH..		60,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	390-4710-66110	Bond Interest	BOND INTEREST - 2011A TH...		600.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	410-4710-66010	Bond Principal	BOND PRINCIPAL - 2013A TH..		40,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	410-4710-66110	Bond Interest	BOND INTEREST - 2013A TH...		2,200.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	430-4710-66010	Bond Principal	BOND PRINCIPAL - 2024 THI...		30,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	430-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		2,837.50
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	460-4710-66010	Bond Principal	BOND PRINCIPAL - 2013A TH..		95,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	460-4710-66110	Bond Interest	BOND INTEREST - 2013A TH...		5,400.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2013A TH..		85,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		5,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2011A TH..		15,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		712.50
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2009A TH...		2,300.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	620-4710-66110	Bond Interest	BOND PRINCIPAL - 2009A TH..		35,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2013A TH...		4,800.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 20B	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2011A TH...		600.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 22A	01/02/2024	315-4710-66010	Bond Principal	BOND PRINCIPAL - 2024 THI...		110,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 22A	01/02/2024	315-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		38,136.25

Council Approval Register

Packet: APPKT00814 - 01/02/2024 NORTHLAND TRUST SRVCS

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
NORTHLAND TRUST SERVIC...	2024 - THIEF 22A	01/02/2024	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2024 THI...		20,000.00
NORTHLAND TRUST SERVIC...	2024 - THIEF 22A	01/02/2024	620-4710-66110	Bond Interest	BOND INTEREST - 2024 THIE...		10,263.75
Vendor NORTHLAND TRUST SERVICES INC Total:							2,794,481.88
Grand Total:							2,794,481.88

Fund Summary

Fund	Expense Amount
310 - 2018 IMPROVEMENT BOND	164,655.00
315 - 2022 IMPROVEMENT BONDS	148,136.25
320 - 2018 IMPROVEMENT BOND ARENA	140,400.00
330 - 2019 SPECIAL ASSESSMENT FUND	148,597.50
380 - 2020 IMPROVEMENT BOND SOFTWARE	21,450.00
390 - 2011 IMPROVEMENT BONDS	60,600.00
400 - 2012 IMPROVEMENT BONDS	76,738.50
410 - 2013 IMPROVEMENT BONDS	42,200.00
420 - 2019 IMPROVEMENT BOND SOFTWARE	31,932.50
430 - 2020 IMPROVEMENT BONDS	32,837.50
450 - 2014 IMPROVEMENT BONDS	63,921.00
460 - 2013 IMP BOND-GREENWOOD UNDPAS	100,400.00
470 - 2015 IMPROVEMENT BONDS	68,935.00
480 - 2016 IMPROVEMENT BONDS	91,750.00
490 - 2017 IMPROVEMENT BONDS	117,768.75
620 - WATER UTILITY FUND	794,553.29
670 - STORM WATER UTILITY FUND	120,385.00
680 - WASTEWATER UTILITY FUND	233,997.84
690 - ELECTRIC UTILITY FUND	335,223.75
Grand Total:	2,794,481.88

Account Summary

Account Number	Account Name	Expense Amount
310-4710-66010	Bond Principal	145,000.00
310-4710-66110	Bond Interest	19,450.00
310-4750-66200	Fiscal Agent s Fees	205.00
315-4710-66010	Bond Principal	110,000.00
315-4710-66110	Bond Interest	38,136.25
320-4710-66010	Bond Principal	130,000.00
320-4710-66110	Bond Interest	10,200.00
320-4750-66200	Fiscal Agent s Fees	200.00
330-4710-66010	Bond Principal	135,000.00
330-4710-66110	Bond Interest	13,597.50
380-4710-66010	Bond Principal	20,000.00
380-4710-66110	Bond Interest	1,450.00
390-4710-66010	Bond Principal	60,000.00
390-4710-66110	Bond Interest	600.00
400-4710-66010	Bond Principal	75,000.00
400-4710-66110	Bond Interest	1,590.00
400-4750-66200	Fiscal Agent s Fees	148.50
410-4710-66010	Bond Principal	40,000.00
410-4710-66110	Bond Interest	2,200.00

Account Summary

Account Number	Account Name	Expense Amount
420-4710-66010	Bond Principal	30,000.00
420-4710-66110	Bond Interest	1,932.50
430-4710-66010	Bond Principal	30,000.00
430-4710-66110	Bond Interest	2,837.50
450-4710-66010	Bond Principal	60,000.00
450-4710-66110	Bond Interest	3,525.00
450-4750-66200	Fiscal Agent s Fees	396.00
460-4710-66010	Bond Principal	95,000.00
460-4710-66110	Bond Interest	5,400.00
470-4710-66010	Bond Principal	65,000.00
470-4710-66110	Bond Interest	3,935.00
480-4710-66010	Bond Principal	85,000.00
480-4710-66110	Bond Interest	6,750.00
490-4710-66010	Bond Principal	105,000.00
490-4710-66110	Bond Interest	12,768.75
620-22530	Revenue Bonds - Current	629,300.00
620-4710-66110	Bond Interest	164,861.79
620-4710-66200	Fiscal Agent s Fees	391.50
670-22530	Revenue Bonds - Current	105,000.00
670-4710-66110	Bond Interest	15,385.00
680-22530	Revenue Bonds - Current	203,700.00
680-4710-66110	Bond Interest	30,153.84
680-4710-66200	Fiscal Agent s Fees	144.00
690-22530	Revenue Bonds - Current	277,000.00
690-4710-66110	Bond Interest	57,728.75
690-4710-66200	Fiscal Agent s Fees	495.00
Grand Total:		2,794,481.88

Project Account Summary

Project Account Key	Expense Amount
None	2,794,481.88
Grand Total:	2,794,481.88



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00815 - 12/20/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	100-4210-62010	Office Supplies	1ST HALF DEC 2023 - DESK		413.09
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	100-4210-62010	Office Supplies	1ST HALF DEC 2023 - DESKS		826.18
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	100-4210-62210	Equipment Maint & Repair	1ST HALF DEC 2023 - TONN...		203.50
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	100-4210-62400	Small Tools and Minor Equip	1ST HALF DEC 2023 - COMP...		1,049.97
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	100-4312-62990	Misc. Operating Expense	1ST HALF DEC 2023 - SANDI...		60.49
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	100-4315-62210	Equipment Maint & Repair	1ST HALF DEC 2023 - MIRR...		69.31
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	610-4840-62420	Computer Equipment	1ST HALF DEC 2023 - SCAN...		158.06
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	610-4840-62990	Misc. Operating Expense	1ST HALF DEC 2023 - GIFT C...		42.93
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	620-4840-62990	Misc. Operating Expense	1ST HALF DEC 2023 - CLEAN...		226.79
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	620-4840-62990	Misc. Operating Expense	1ST HALF DEC 2023 - MINIA...		12.99
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	690-4850-62230	Building Maint & Repair	1ST HALF DEC 2023 - ELECTR...		125.44
Vendor AMAZON CAPITAL SERVICES INC Total:							3,188.75
Vendor: ARAMARK UNIFORM & CAREER APPAREL GROUP INC							
ARAMARK UNIFORM & CAR...	2630222059	12/12/2023	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - 12/12/...		85.13
Vendor ARAMARK UNIFORM & CAREER APPAREL GROUP INC Total:							85.13
Vendor: AUTOMATIC DOORS AND MORE							
AUTOMATIC DOORS AND ...	1669	10/23/2023	610-4850-62230	Building Maint & Repair	LABOR / MATERIALS - FRON...		680.00
Vendor AUTOMATIC DOORS AND MORE Total:							680.00
Vendor: BANKCARD ELECTRONIC PYMTS INC							
BANKCARD ELECTRONIC P...	NOV 2023	12/04/2023	610-4890-63060	Credit Card Fees	CREDIT CARD FEES - NOV 2...		8,568.58
Vendor BANKCARD ELECTRONIC PYMTS INC Total:							8,568.58
Vendor: DIGI KEY CORPORATION							
DIGI KEY CORPORATION	12 2023 TIF	12/20/2023	870-4710-66010	Bond Principal	TIF 1-13 PAYMENT - PRINCI...		221,633.01
DIGI KEY CORPORATION	12 2023 TIF	12/20/2023	870-4710-66110	Bond Interest	TIF 1-13 PAYMENT - INTERE...		45,216.77
Vendor DIGI KEY CORPORATION Total:							266,849.78
Vendor: JOANNE OLSON							
JOANNE OLSON	REIMB 12 15 23	12/19/2023	100-4192-62990	Misc. Operating Expense	REIMBURSE EXP - MILEAGE ...		82.53
JOANNE OLSON	REIMB 12 15 23	12/19/2023	100-4192-63020	Computer Maintenance & li...	REIMBURSE EXP - I T SYMP...		118.11
JOANNE OLSON	REIMB 12 15 23	12/19/2023	100-4192-63020	Computer Maintenance & li...	REIMBURSE EXP - I T SYMP...		514.52
JOANNE OLSON	REIMB 12 15 23	12/19/2023	100-4192-63020	Computer Maintenance & li...	REIMBURSE EXP - I T SYMP...		41.87
Vendor JOANNE OLSON Total:							757.03
Vendor: MARCO TECHNOLOGIES LLC							
MARCO TECHNOLOGIES LLC	517472809	12/01/2023	100-4150-63030	Contracts Expense	COPIER CONTRACT - DEC 20...		548.56

Council Approval Register

Packet: APPKT00815 - 12/20/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MARCO TECHNOLOGIES LLC	517472809	12/01/2023	100-4650-63030	Contracts Expense	COPIER CONTRACT - DEC 20...		397.50
Vendor MARCO TECHNOLOGIES LLC Total:							946.06
Vendor: MIDWEST MN COMM DEV CORP							
MIDWEST MN COMM DEV ...	12 2023 TIF	12/20/2023	940-4710-66010	Bond Principal	TIF 1-5 PAYMENT - PRINCIP...		14,107.79
MIDWEST MN COMM DEV ...	12 2023 TIF	12/20/2023	940-4710-66110	Bond Interest	TIF 1-5 PAYMENT - INTEREST		7,349.08
MIDWEST MN COMM DEV ...	12 2023 TIF	12/20/2023	960-4710-66110	Bond Interest	TIF 1-7 PAYMENT - INTEREST		37,272.30
Vendor MIDWEST MN COMM DEV CORP Total:							58,729.17
Vendor: MINNESOTA ENERGY GROUP-00002							
MINNESOTA ENERGY GROU...	4844367312	12/14/2023	100-4312-63890	Utilities Expense	GAS METER READING - NOV...		403.99
MINNESOTA ENERGY GROU...	4844367312	12/14/2023	100-4315-63890	Utilities Expense	GAS METER READING - NOV...		201.76
MINNESOTA ENERGY GROU...	4844367312	12/14/2023	100-4510-63890	Utilities Expense	GAS METER READING - NOV...		95.70
MINNESOTA ENERGY GROU...	4844367312	12/14/2023	100-4510-63890	Utilities Expense	GAS METER READING - NOV...		86.47
Vendor MINNESOTA ENERGY GROUP-00002 Total:							787.92
Vendor: MINNESOTA ENERGY GROUP-00007							
MINNESOTA ENERGY GROU...	4838855791	12/12/2023	100-4194-63890	Utilities Expense	GAS METER READING - NOV...		27.69
Vendor MINNESOTA ENERGY GROUP-00007 Total:							27.69
Vendor: NICHOLAS TRUDEAU							
NICHOLAS TRUDEAU	REIMB - 312513	12/18/2023	620-4850-62220	Plant Equip Maint & Repair	STAINLESS ROD / HEX NUT /...		34.48
Vendor NICHOLAS TRUDEAU Total:							34.48
Vendor: NORTHERN MUNICIPAL POWER AGENCY							
NORTHERN MUNICIPAL PO...	NOV 2023	12/13/2023	690-4810-68400	Purchased Power	DE & ENERGY - NOV 2023		979,391.26
Vendor NORTHERN MUNICIPAL POWER AGENCY Total:							979,391.26
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP I...	NOV 2023	11/30/2023	680-4830-63890	Utilities Expense	ELECTRIC READING - NOV 2...		116.75
Vendor RED LAKE ELECTRIC COOP INC Total:							116.75
Vendor: RIVER FALLS ESTATES LLC							
RIVER FALLS ESTATES LLC	12 2023 TIF	12/20/2023	980-4710-66010	Bond Principal	TIF 1-9 PAYMENT - PRINCIP...		347.60
RIVER FALLS ESTATES LLC	12 2023 TIF	12/20/2023	980-4710-66110	Bond Interest	TIF - 1-9 PAYMENT - INTERE...		26,877.39
Vendor RIVER FALLS ESTATES LLC Total:							27,224.99
Vendor: RIVER POINTE TOWNHOMES							
RIVER POINTE TOWNHOMES	12 2023 TIF	12/20/2023	890-4710-66010	Bond Principal	TIF 1-11 PAYMENT - PRINCI...		7,518.72
RIVER POINTE TOWNHOMES	12 2023 TIF	12/20/2023	890-4710-66110	Bond Interest	TIF 1-11 PAYMENT - INTERE...		3,645.81
Vendor RIVER POINTE TOWNHOMES Total:							11,164.53
Grand Total:							1,358,552.12

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	5,141.24
610 - LIQUOR DISPENSARY	9,449.57
620 - WATER UTILITY FUND	359.39
680 - WASTEWATER UTILITY FUND	116.75
690 - ELECTRIC UTILITY FUND	979,516.70
870 - TIF 1-13 DIGI-KEY	266,849.78
890 - TIF 1-11 RIVER POINTE TOWNHOME	11,164.53
940 - TIF 1-5 WENDT DRIVE	21,456.87
960 - TIF 1-7 ELEMENTARY ADDN	37,272.30
980 - TIF 1-9 RIVERFALLS ESTATES	27,224.99
Grand Total:	1,358,552.12

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63030	Contracts Expense	548.56
100-4192-62990	Misc. Operating Expense	82.53
100-4192-63020	Computer Maintenance...	674.50
100-4194-63890	Utilities Expense	27.69
100-4210-62010	Office Supplies	1,239.27
100-4210-62210	Equipment Maint & Repa..	203.50
100-4210-62400	Small Tools and Minor E...	1,049.97
100-4312-62990	Misc. Operating Expense	60.49
100-4312-63890	Utilities Expense	403.99
100-4315-62210	Equipment Maint & Repa..	69.31
100-4315-63890	Utilities Expense	201.76
100-4510-63890	Utilities Expense	182.17
100-4650-63030	Contracts Expense	397.50
610-4840-62420	Computer Equipment	158.06
610-4840-62990	Misc. Operating Expense	42.93
610-4850-62230	Building Maint & Repair	680.00
610-4890-63060	Credit Card Fees	8,568.58
620-4840-62990	Misc. Operating Expense	239.78
620-4850-62220	Plant Equip Maint & Rep...	34.48
620-4890-63030	Contracts Expense	85.13
680-4830-63890	Utilities Expense	116.75
690-4810-68400	Purchased Power	979,391.26
690-4850-62230	Building Maint & Repair	125.44
870-4710-66010	Bond Principal	221,633.01
870-4710-66110	Bond Interest	45,216.77
890-4710-66010	Bond Principal	7,518.72
890-4710-66110	Bond Interest	3,645.81
940-4710-66010	Bond Principal	14,107.79

Account Summary

Account Number	Account Name	Expense Amount
940-4710-66110	Bond Interest	7,349.08
960-4710-66110	Bond Interest	37,272.30
980-4710-66010	Bond Principal	347.60
980-4710-66110	Bond Interest	26,877.39
Grand Total:		1,358,552.12

Project Account Summary

Project Account Key	Expense Amount
None	1,358,552.12
Grand Total:	1,358,552.12



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00817 - 01/20/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	100-4210-62010	Office Supplies	1ST HALF DEC 2023 - DESK		413.09
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	100-4210-62010	Office Supplies	1ST HALF DEC 2023 - DESKS		826.18
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	100-4210-62210	Equipment Maint & Repair	1ST HALF DEC 2023 - TONN...		203.50
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	100-4210-62400	Small Tools and Minor Equip	1ST HALF DEC 2023 - COMP...		1,049.97
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	100-4312-62990	Misc. Operating Expense	1ST HALF DEC 2023 - SANDI...		60.49
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	100-4315-62210	Equipment Maint & Repair	1ST HALF DEC 2023 - MIRR...		69.31
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	610-4840-62420	Computer Equipment	1ST HALF DEC 2023 - SCAN...		158.06
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	610-4840-62990	Misc. Operating Expense	1ST HALF DEC 2023 - GIFT C...		42.93
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	620-4840-62990	Misc. Operating Expense	1ST HALF DEC 2023 - CLEAN...		226.79
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	620-4840-62990	Misc. Operating Expense	1ST HALF DEC 2023 - MINIA...		12.99
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2023	12/02/2023	690-4850-62230	Building Maint & Repair	1ST HALF DEC 2023 - ELECTR...		125.44
Vendor AMAZON CAPITAL SERVICES INC Total:							3,188.75
Vendor: ARAMARK UNIFORM & CAREER APPAREL GROUP INC							
ARAMARK UNIFORM & CAR...	2630222059	12/12/2023	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - 12/12/...		85.13
Vendor ARAMARK UNIFORM & CAREER APPAREL GROUP INC Total:							85.13
Vendor: AUTOMATIC DOORS AND MORE							
AUTOMATIC DOORS AND ...	1669	10/23/2023	610-4850-62230	Building Maint & Repair	LABOR / MATERIALS - FRON...		680.00
Vendor AUTOMATIC DOORS AND MORE Total:							680.00
Vendor: DIGI KEY CORPORATION							
DIGI KEY CORPORATION	12 2023 TIF	12/20/2023	870-4710-66010	Bond Principal	TIF 1-13 PAYMENT - PRINCI...		221,633.01
DIGI KEY CORPORATION	12 2023 TIF	12/20/2023	870-4710-66110	Bond Interest	TIF 1-13 PAYMENT - INTERE...		45,216.77
Vendor DIGI KEY CORPORATION Total:							266,849.78
Vendor: JOANNE OLSON							
JOANNE OLSON	REIMB 12 15 23	12/19/2023	100-4192-62990	Misc. Operating Expense	REIMBURSE EXP - MILEAGE ...		82.53
JOANNE OLSON	REIMB 12 15 23	12/19/2023	100-4192-63020	Computer Maintenance & li...	REIMBURSE EXP - I T SYMP...		118.11
JOANNE OLSON	REIMB 12 15 23	12/19/2023	100-4192-63020	Computer Maintenance & li...	REIMBURSE EXP - I T SYMP...		41.87
JOANNE OLSON	REIMB 12 15 23	12/19/2023	100-4192-63020	Computer Maintenance & li...	REIMBURSE EXP - I T SYMP...		514.52
Vendor JOANNE OLSON Total:							757.03
Vendor: MARCO TECHNOLOGIES LLC							
MARCO TECHNOLOGIES LLC	517472809	12/01/2023	100-4150-63030	Contracts Expense	COPIER CONTRACT - DEC 20...		548.56
MARCO TECHNOLOGIES LLC	517472809	12/01/2023	100-4650-63030	Contracts Expense	COPIER CONTRACT - DEC 20...		397.50
Vendor MARCO TECHNOLOGIES LLC Total:							946.06
Vendor: MIDWEST MN COMM DEV CORP							
MIDWEST MN COMM DEV ...	12 2023 TIF	12/20/2023	940-4710-66010	Bond Principal	TIF 1-5 PAYMENT - PRINCIP...		14,107.79
MIDWEST MN COMM DEV ...	12 2023 TIF	12/20/2023	940-4710-66110	Bond Interest	TIF 1-5 PAYMENT - INTEREST		7,349.08

Council Approval Register

Packet: APPKT00817 - 01/20/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MIDWEST MN COMM DEV ...	12 2023 TIF	12/20/2023	960-4710-66110	Bond Interest	TIF 1-7 PAYMENT - INTEREST		37,272.30
Vendor MIDWEST MN COMM DEV CORP Total:							58,729.17
Vendor: MINNESOTA ENERGY GROUP-00002							
MINNESOTA ENERGY GROU...	4844367312	12/14/2023	100-4312-63890	Utilities Expense	GAS METER READING - NOV...		403.99
MINNESOTA ENERGY GROU...	4844367312	12/14/2023	100-4315-63890	Utilities Expense	GAS METER READING - NOV...		201.76
MINNESOTA ENERGY GROU...	4844367312	12/14/2023	100-4510-63890	Utilities Expense	GAS METER READING - NOV...		86.47
MINNESOTA ENERGY GROU...	4844367312	12/14/2023	100-4510-63890	Utilities Expense	GAS METER READING - NOV...		95.70
Vendor MINNESOTA ENERGY GROUP-00002 Total:							787.92
Vendor: MINNESOTA ENERGY GROUP-00007							
MINNESOTA ENERGY GROU...	4838855791	12/12/2023	100-4194-63890	Utilities Expense	GAS METER READING - NOV...		27.69
Vendor MINNESOTA ENERGY GROUP-00007 Total:							27.69
Vendor: NICHOLAS TRUDEAU							
NICHOLAS TRUDEAU	REIMB - 312513	12/18/2023	620-4850-62220	Plant Equip Maint & Repair	STAINLESS ROD / HEX NUT / ...		34.48
Vendor NICHOLAS TRUDEAU Total:							34.48
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP I...	NOV 2023	11/30/2023	680-4830-63890	Utilities Expense	ELECTRIC READING - NOV 2...		116.75
Vendor RED LAKE ELECTRIC COOP INC Total:							116.75
Vendor: RIVER FALLS ESTATES LLC							
RIVER FALLS ESTATES LLC	12 2023 TIF	12/20/2023	980-4710-66010	Bond Principal	TIF 1-9 PAYMENT - PRINCIP...		347.60
RIVER FALLS ESTATES LLC	12 2023 TIF	12/20/2023	980-4710-66110	Bond Interest	TIF - 1-9 PAYMENT - INTERE...		26,877.39
Vendor RIVER FALLS ESTATES LLC Total:							27,224.99
Vendor: RIVER POINTE TOWNHOMES							
RIVER POINTE TOWNHOMES	12 2023 TIF	12/20/2023	890-4710-66010	Bond Principal	TIF 1-11 PAYMENT - PRINCI...		7,518.72
RIVER POINTE TOWNHOMES	12 2023 TIF	12/20/2023	890-4710-66110	Bond Interest	TIF 1-11 PAYMENT - INTERE...		3,645.81
Vendor RIVER POINTE TOWNHOMES Total:							11,164.53
Grand Total:							370,592.28

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	5,141.24
610 - LIQUOR DISPENSARY	880.99
620 - WATER UTILITY FUND	359.39
680 - WASTEWATER UTILITY FUND	116.75
690 - ELECTRIC UTILITY FUND	125.44
870 - TIF 1-13 DIGI-KEY	266,849.78
890 - TIF 1-11 RIVER POINTE TOWNHOME	11,164.53
940 - TIF 1-5 WENDT DRIVE	21,456.87
960 - TIF 1-7 ELEMENTARY ADDN	37,272.30
980 - TIF 1-9 RIVERFALLS ESTATES	27,224.99
Grand Total:	370,592.28

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63030	Contracts Expense	548.56
100-4192-62990	Misc. Operating Expense	82.53
100-4192-63020	Computer Maintenance...	674.50
100-4194-63890	Utilities Expense	27.69
100-4210-62010	Office Supplies	1,239.27
100-4210-62210	Equipment Maint & Repa..	203.50
100-4210-62400	Small Tools and Minor E...	1,049.97
100-4312-62990	Misc. Operating Expense	60.49
100-4312-63890	Utilities Expense	403.99
100-4315-62210	Equipment Maint & Repa..	69.31
100-4315-63890	Utilities Expense	201.76
100-4510-63890	Utilities Expense	182.17
100-4650-63030	Contracts Expense	397.50
610-4840-62420	Computer Equipment	158.06
610-4840-62990	Misc. Operating Expense	42.93
610-4850-62230	Building Maint & Repair	680.00
620-4840-62990	Misc. Operating Expense	239.78
620-4850-62220	Plant Equip Maint & Rep...	34.48
620-4890-63030	Contracts Expense	85.13
680-4830-63890	Utilities Expense	116.75
690-4850-62230	Building Maint & Repair	125.44
870-4710-66010	Bond Principal	221,633.01
870-4710-66110	Bond Interest	45,216.77
890-4710-66010	Bond Principal	7,518.72
890-4710-66110	Bond Interest	3,645.81
940-4710-66010	Bond Principal	14,107.79
940-4710-66110	Bond Interest	7,349.08
960-4710-66110	Bond Interest	37,272.30

Account Summary

Account Number	Account Name	Expense Amount
980-4710-66010	Bond Principal	347.60
980-4710-66110	Bond Interest	26,877.39
Grand Total:		370,592.28

Project Account Summary

Project Account Key	Expense Amount
None	370,592.28
Grand Total:	370,592.28



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00820 - 12/22/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BRADY MARTZ & ASSOC PC INC							
BRADY MARTZ & ASSOC PC ...	12 22 23	12/22/2023	740-20300	Flex Payroll Deductions	FLEX CLAIMS PAYOUT 12/22...		599.80
Vendor BRADY MARTZ & ASSOC PC INC Total:							599.80
Vendor: MN DPT OF REVENUE - SALES/USE TAX							
MN DPT OF REVENUE - SAL...	NOV 2023 GEN	12/21/2023	100-20220	Sales Tax Payable	SALES TAX - NOV 2023		2.00
MN DPT OF REVENUE - SAL...	NOV 2023 LQR	12/21/2023	610-20220	Sales Tax Payable	SALES TAX - NOV 2023 LQR		40,862.00
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	100-20220	Sales Tax Payable	SALES TAX - NOV 2023 GEN		11,197.15
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	100-4210-62210	Equipment Maint & Repair	USE TAX		-10.31
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	100-4315-62210	Equipment Maint & Repair	USE TAX		6.87
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	610-4840-62140	Off Sale Supplies	USE TAX		19.09
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	610-4840-62990	Misc. Operating Expense	USE TAX		1.21
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	610-4850-62210	Equipment Maint & Repair	USE TAX		1.18
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	610-4850-62230	Building Maint & Repair	USE TAX		22.45
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	620-20220	Sales Tax Payable	SALES TAX - NOV 2023 WAT...		2,915.91
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	620-4840-62170	Field Supplies	USE TAX		1.31
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	620-4840-62420	Computer Equipment	USE TAX		26.01
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	690-14100	Inventory - Materials	USE TAX		12.96
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	690-20220	Sales Tax Payable	SALES TAX - NOV 2023 ELEC...		65,746.85
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	690-4840-62010	Office Supplies	USE TAX		2.89
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	690-4840-62400	Small Tools and Minor Equip	USE TAX		8.79
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	690-4840-62990	Misc. Operating Expense	USE TAX		18.85
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	690-4850-62210	Equipment Maint & Repair	USE TAX		19.57
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	690-4850-62350	Power Plant/Dam Maint	USE TAX		20.62
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	690-4850-62360	Distribution Maint	USE TAX		45.61
MN DPT OF REVENUE - SAL...	NOV 2023 USE	12/21/2023	690-4890-63020	Computer Maintenance & li...	USE TAX		3.99
Vendor MN DPT OF REVENUE - SALES/USE TAX Total:							120,925.00
Vendor: VERIZON WIRELESS #486397938							
VERIZON WIRELESS #48639...	9950625666	12/01/2023	100-4210-63210	Communication Expense	MONTHLY ACCESS CHARGES...		305.16
Vendor VERIZON WIRELESS #486397938 Total:							305.16
Grand Total:							121,829.96

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	11,500.87
610 - LIQUOR DISPENSARY	40,905.93
620 - WATER UTILITY FUND	2,943.23
690 - ELECTRIC UTILITY FUND	65,880.13
740 - TRF HEALTH INSURANCE FUND	599.80
Grand Total:	121,829.96

Account Summary

Account Number	Account Name	Expense Amount
100-20220	Sales Tax Payable	11,199.15
100-4210-62210	Equipment Maint & Repa..	-10.31
100-4210-63210	Communication Expense	305.16
100-4315-62210	Equipment Maint & Repa..	6.87
610-20220	Sales Tax Payable	40,862.00
610-4840-62140	Off Sale Supplies	19.09
610-4840-62990	Misc. Operating Expense	1.21
610-4850-62210	Equipment Maint & Repa..	1.18
610-4850-62230	Building Maint & Repair	22.45
620-20220	Sales Tax Payable	2,915.91
620-4840-62170	Field Supplies	1.31
620-4840-62420	Computer Equipment	26.01
690-14100	Inventory - Materials	12.96
690-20220	Sales Tax Payable	65,746.85
690-4840-62010	Office Supplies	2.89
690-4840-62400	Small Tools and Minor E...	8.79
690-4840-62990	Misc. Operating Expense	18.85
690-4850-62210	Equipment Maint & Repa..	19.57
690-4850-62350	Power Plant/Dam Maint	20.62
690-4850-62360	Distribution Maint	45.61
690-4890-63020	Computer Maintenance...	3.99
740-20300	Flex Payroll Deductions	599.80
	Grand Total:	121,829.96

Project Account Summary

Project Account Key	Expense Amount
None	121,829.96
Grand Total:	121,829.96



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 1/2/2024

SUBJECT: #7.3 Approval of "Schedule of Council Member Meetings" Authorized to Charge a Per Diem

RECOMMENDATION:

MOTION TO: by the City Council, to approve the following “Schedule of Council Member Meetings” list as meetings authorized to charge a per diem of attending on behalf of the City of Thief River Falls:

Schedule of Council Member Meetings

Administrative Services Committee
Airport Zoning Board
Airport Authority Commission
Budget/Finance Ad Hoc Committee
Building Workgroup
Coalition of Greater Minnesota Cities
Employee Safety Committee
Community Development Advisory Board
Community Education Advisory Board
Convention and Visitors Bureau Board
Jobs, Inc.
Joint City/County Meeting
Joint City/School District Meeting
League of Minnesota Cities
Legislative Lobbying Meetings
Long Range Planning/Annexation Ad Hoc Committee
MEC Joint Powers Board
Northwest Regional Development Commission
Northwest Regional Library Board
Pennington County Historical Society
Pennington County Solid Waste Committee
Personnel/Labor Ad Hoc Committee
Planning Commission
Public Safety/Liquor Committee
Public Utilities Committee
Public Works Committee
Red Lake River Corridor Joint Board
Red River Basin Joint Powers Board
Strategic Planning Workgroup
TRF Area Community Fund Advisory Committee

TRF Chamber of Commerce
TRF Day at the Capitol
TRF Library Board
Tri-Cities Joint Meeting

Also, any of Committees that are established by the City Council or appointments made or meetings attended while representing the City of Thief River Falls.

Per diem shall be paid retroactively upon submission of documentation approved by City Administrator.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 1/2/2024

SUBJECT: #8.1 Approval to Designate the Times Newspaper as the Official Newspaper

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: By the City Council, to designate The Times as the official newspaper of the City of Thief River Falls.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
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email: @citytrf.net
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Request for Council Action

DATE: 1/2/2024

SUBJECT: #8.2 Approval of Official Depositories for City Funds

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: By the City Council, to appoint the following institutions as official depositories for City funds for calendar year 2024:

Minnesota Municipal Money Market Fund
c/o PMA Financial Network, Inc.
2135 City Gate Lane 7th Floor
Naperville, IL 60563

Wells Fargo Advisors LLC
222 West Superior Street
Duluth, MN 55802

RBC Capital Markets LLC
60 South Sixth Street
Minneapolis, MN 55402

Border State Bank
1528 Highway 59 South
Thief River Falls, MN 56701

Wells Fargo Bank West, NA
208 Main Avenue North
Thief River Falls, MN 56701

Northern State Bank
201 Third Street East
Thief River Falls, MN 56701
Piper Jaffray
800 Nicollet Mall, Suite 800
Minneapolis, MN 55402-7020

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 1/2/2024

SUBJECT: #8.3 Approval of Northern State Bank Collateral in Excess of FDIC Insurance for 2024

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: By the City Council, to approve an agreement with Northern State Bank for collateral in excess of the FDIC Insurance of \$250,000 per account for 2024.

BE IT FURTHER RESOLVED, to authorize the City Administrator to execute any and all documents necessary relating to this agreement.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 1/2/2024

SUBJECT: #8.4 Approval of Appointment of Councilmember Steve Narverud as Acting Mayor in Absence of Mayor Holmer for Calendar Year 2024

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: By the City Council, to appoint Councilmember Steve Narverud as the Acting Mayor in the absence of Mayor Holmer for calendar year 2024.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



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Request for Council Action

DATE: 1/2/2024

SUBJECT: #8.5 Reaffirming City's Decision not to Waive the Monetary Limit of Municipal Tort Liability Established by MN Statute

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: by the City Council to reaffirm and inform the League of Minnesota Cities Insurance Trust that the City of Thief River Falls does not waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04 and authorizes the City Administrator to execute any and all documents relating to the action.

BACKGROUND: Because the City of Thief River Falls obtains its liability coverage from the League of Minnesota Cities Insurance Trust, the City must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	Liability Coverage Waiver Form
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LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage.
Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

- ☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- ☐ The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____

Position: _____



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Request for Council Action

DATE: 1/2/2024

SUBJECT: #8.6 Approval of City Council Committee Assignments for Calendar Year 2024

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: By the City Council, to appoint the following City Council Committees and Committee Members for calendar year 2024:

Functional Standing Committees

Utilities

Holmer
Lorenson
McCraw
Pream

Public Works

Narverud
Pream
Lorenson
Bolduc

Public Safety/Liquor

Narverud
Aarestad
Arlt
Bolduc

Administrative Services

McCraw
Holmer
Arlt
Aarestad

Crosscutting Ad Hoc Committees

Budget/Finance (ad hoc)

Brian Holmer
Mike Lorenson
Michele McCraw

Long Range Planning/Annexation (ad hoc)

Brian Holmer
Michele McCraw
Steve Narverud

Personnel/Labor (ad hoc)

Brian Holmer
Mike Lorenson
Jason Aarestad

Strategic Planning Workgroup

Michele McCraw
Anthony Bolduc
Angela Philipp

Building Workgroup

Jason Aarestad
Steve Narverud
Mike Lorenson

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None