THIEF RIVER FALLS CITY COUNCIL
AGENDA
Tuesday, May 18, 2021

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

City of Thief River Falls Mayor Brian Holmer Determination Regarding Conducting Meetings by Telephone or Other Electronic Means – per Directive 2020-6. Some councilmembers may participate by electronic means.

1. **CALL TO ORDER**

2. **PLEDGE OF ALEGIANCE**

3. **ROLL CALL**

4. **PUBLIC HEARING**
   4.1. Extension to the completion date to Grant #CDAP-17-0008-H-FY18 with the Minnesota Department of Employment and Economic Development for a grant with Digi-Key Corporation under the Minnesota Investment Fund (MIF) program.

5. **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. Speakers are requested to dial: 1-415-655-0001 and then enter access code: 146 802 3795 (If you are having issues connecting call 218-689-3612), state their name and address for the record, and limit their remarks to five minutes. 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.***

6. **PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS**

7. **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.***

8. **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.***

8.1. Approval of May 4, 2021 Council Proceedings (page 4-16)

8.2. City of Thief River Falls Bills and Disbursements and Council Per Diems (page 17-44)

8.3. Approval to appoint Dale Narlock as Director and Brian Jacobson as Advisor to the NMPA Board of Directors (page 45)

8.4. Rescinding COVID 19 Resolution Number 03-55-20 (page 46)

8.5. Tractor Mowing (page 47)

8.6. Greenwood Cemetery Rules and Regulations (page 48-55)

8.7. Trentyn Groslie, Water Systems Operator Progression Raise (page 56)

8.8. Approval of Progression Raise for Kathy Dalquist, Part-time Off-Sale Clerk (page 57)

9. NEW BUSINESS

9.1. RESOLUTION AUTHORIZING AN AMENDMENT TO THE GRANT CONTRACT DATED OCTOBER 20, 2017 BETWEEN THE CITY OF THIEF RIVER FALLS AND THE STATE OF MINNESOTA ACTING THROUGH THE DEPARTMENT OF EMPLOYMENT AND ECONMIC DEVELOPMENT FOR THE PROJECT ENTITLED DIGI-KEY CORPORATION. (page 58)

9.2. Fishing Pier (page 60)

9.3. DNR Dam Safety Program - Grant Agreement Resolution (page 61-62)

9.4. Approval to grant Pete Patel owner of Quality Inn a Commercial Energy Improvement Loan (page 63)

9.5. Summary of Performance Evaluation of Marty Semanko and Rick Beier Co-Fire Chiefs (page 64)

10. 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.***

11. UPCOMING MEETINGS

11.1. Joint City, County and School Meeting in the Imperial Room - May 24th at 5:30 p.m.

11.2. Committee of Whole - May 25th at 5:30 p.m. at Digi-Key

11.3. City Council Meeting - June 1st at 5:30 p.m.

11.4. Administrative Services Committee - June 8th at 3:00 p.m.

11.5. Public Works Committee - June 9th at 4:30 p.m.

11.6. Utilities Committee - June 7th at 7:00 a.m.

11.7. Public Safety/Liquor Committee - June 7th at 4:30 p.m.

11.8. City Council Meeting - June 15th at 5:30 p.m.

12. INFORMATIONAL ITEMS

13. 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

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

Request for Council Action

DATE: 5/18/2021

SUBJECT:

RECOMMENDATION:

MOTION TO:

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON:

ATTACHMENTS:

1.	05 04 2021 City Council Minutes

COUNCIL PROCEEDINGS

Tuesday, May 4, 2021

CALL TO ORDER

This meeting is officially called to order at 5:30 PM on May 4, 2021 in the Council Chambers of City Hall.

PLEDGE OF ALEGIANCE

ROLL CALL

The following Councilmembers were present: Holmer, McCraw, Howe, Bolduc, Narverud, and Aarestad, Lorenson, Prudhomme. This meeting is being presided over by Mayor Brian Holmer.

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

1. LEONARD FURUSETH DAY
2. BIKE MONTH PROCLAMATION
3. NATIONAL POLICE WEEK

APPROVE AGENDA

Councilmember Lorenson motioned, being seconded by Councilmember Aarestad, to approve the agenda with the additions of 8.11, 8.12 and 8.13. On vote being taken, the motion was unanimously approved.

CONSENT AGENDA

APPROVAL OF APRIL 20, 2021 COUNCIL PROCEEDINGS

Presented as part of the Consent Agenda, Councilmember Jason Aarestad introduced Resolution No 5.99.21, being seconded by Councilmember Steve Narverud, that:

BE IT RESOLVED, by the City Council, to approve April 20, 2021 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

CITY OF THIEF RIVER FALLS BILLS AND DISBURSEMENTS AND COUNCIL PER DIEMS

Presented as part of the Consent Agenda, Councilmember Jason Aarestad introduced Resolution No 5.100.21, being seconded by Councilmember Steve Narverud, that:

BE IT RESOLVED, by the City Council, to authorize payment of bills and disbursements in the total amount of $1,634,571.49. A printout of the approved payments and disbursements is attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

APPROVAL OF BEER IN THE PARK PERMIT

Presented as part of the Consent Agenda, Councilmember Jason Aarestad introduced Resolution No 5.101.21, being seconded by Councilmember Steve Narverud, that:

RESOLVED, by the City Council, to grant the following a Beer in the Park Permit to allow for the consumption of 3.2% malt liquor in the park:

- Teri Rislov at Oakland Park from 10:00 a.m. until 3:00 p.m. on July 17, 2021

On vote being taken, the resolution was unanimously passed.

APPROVAL OF 2021 CITY LICENSE NORTHERN GUN & PAWN LLC

Presented as part of the Consent Agenda, Councilmember Jason Aarestad introduced Resolution No 5.102.21, being seconded by Councilmember Steve Narverud, that:

BE IT RESOLVED, by the City Council, to approve the following City License for Northern Gun & Pawn LLC, effective January 1, 2021 through December 31, 2021, contingent upon receiving all renewal forms, fees and insurance.

On vote being taken, the resolution was unanimously passed.

SECURITY AWARENESS TRAINING AND TESTING

Presented as part of the Consent Agenda, Councilmember Jason Aarestad introduced Resolution No 5.103.21, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The City of Thief River Falls has approved and purchased a security awareness training program for City of Thief River Falls' users, and

WHEREAS, Effective information security requires the awareness and proactive support of all staff, supplementing and making full use of technical security controls. This policy specifies the City of Thief River Fall's internal information security awareness and training program to inform and assess all technology users regarding their information security obligations.

THEREFORE, BE IT RESOLVED, to approve the Committee of Whole recommendations and approve a Security Awareness Training Policy for the City of Thief River Falls.

On vote being taken, the resolution was unanimously passed.

LAW ENFORCEMENT LEASE & DISPATCH RECORDS AGREEMENT

Presented as part of the Consent Agenda, Councilmember Jason Aarestad introduced Resolution No 5.104.21 , being seconded by Councilmember Steve Narverud, that:

WHEREAS, the county and the city maintain a cooperative and coordinated approach to law enforcement activities. Co-location of the Police Department and Sheriff's Office in the same building is an advantage to both agencies which enhances the effectiveness of the combined law enforcement response and improves the safety of the public, and

THEREFORE, BE IT RESOLVED, to approve the Public Safety Committee recommendation and approve the renewal of the Law Enforcement Lease Agreement and Dispatch/Records Agreement.

On vote being taken, the resolution was unanimously passed.

APPROVAL OF THE POWER PLANT OPERATOR/CONSTRUCTION WORKER BANDING AND GRADING

Presented as part of the Consent Agenda, Councilmember Jason Aarestad introduced Resolution No 5.105.21, being seconded by Councilmember Steve Narverud, that:

WHEREAS, the City Council approved the changes of the Power Plant Operator/Lineworker job description to a Power Plant Operator/Construction Worker and authorized its submittal to Arthur J Gallagher & Co. for banding and grading by Resolution No. 3-64-21,

WHEREAS, the current employee in the Power Plant Operator/Construction Worker position, McLain Stennes, will remain at his current wage of $28.31 until all requirements are met for advancement of steps and

THEREFORE, BE IT RESOLVED, to approve the Electric Committee recommendation and approve the Grade Level 6 designation by Arthur J Gallagher & Co. (former Fox Lawson) of the Power Plant Operator/Construction Worker position in the Electric Department.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

APPROVAL OF TRF POLICE DEPARTMENT BODY CAMERA POLICY

Following discussion, Councilmember Jason Aarestad introduced Resolution No 5.106.21, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, the police department is working to utilize body cameras within the department to record and document police activities and citizen contacts. MN State Statute requires law enforcement agencies have a written policy in place to oversee and manage body camera usage. The policy must also be posted on the TRF Police Department's city website for public access, and

WHEREAS, the TRF PD Body Camera Policy is based upon a model policy drafted by a work group put together by the League of Minnesota Cities. It covers multiple elements of body camera use, documentation, and data preservation and dissemination. The Public Safety Committee has reviewed the policy and discussed the elements within.

THEREFORE, BE IT RESOLVED, to approve the Public Safety Committee recommendation and approve a the TRF Police Department Body Camera Policy as written will satisfy requirements set forth in MN State Statue 626.8473 – Portable Recording Systems Adoption; Written Policy Required.

On vote being taken, the resolution was unanimously passed.

APPROVAL OF EMPLOYMENT OF KEATON HUOT AND TURNER SAWATZKE AS PUBLIC MAINTENANCE EMPLOYEES

Following discussion, Councilmember Curt Howe introduced Resolution No 5.107.21, being seconded by

Councilmember Steve Narverud, that:

WHEREAS, The City Council authorized filling the two vacant positions, created by the resignations of Shaun Hawkinson and Brian Harger. No Teamster members applied for the positions and it was advertised and filled by the public process., and

WHEREAS, The city council has authorized filling these two positions.

THEREFORE, BE IT RESOLVED, to approve the Public Works Committee recommendations and approve the employment of Keaton Huot as a Public Works Maintenance employee. Mr. Huot shall be placed at Step 2 of the Grade Level 4 Public Works Maintenance salary schedule for a starting salary of $19.53 per hour, effective May 10, 2021 pending successful completion of all pre-employment backgrounds and testing;

and approve the employment of Turner Sawatzke as a Public Works Maintenance employee. Mr. Sawatzke shall be placed at Step 4 of the Grade Level 4 Public Works Maintenance salary schedule for a starting salary of $24.96 per hour, effective May 10, 2021 pending successful completion of all pre-employment backgrounds and testing.

On vote being taken, the resolution was unanimously passed.

Resolution No 5.108.21 SECOND READING FOR CITY OF THIEF RIVER FALLS - AMEND CITY CODES 152.031 &152.032

Councilmember Steve Narverud motioned, being seconded by Councilmember Jason Aarestad to call for the second reading of AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING CITY CODE CHAPTER 152 ENTITLED "ZONING CODE" BY AMENDING 152.031 (C) CONDITIONAL USES, TO ADD (5) CAR AND TRUCK WASH BUSINESS, AND 152.032 (C) CONDITIONAL USES, TO ADD (7) CAR AND TRUCK WASH BUSINESS, AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 10 AND SECTION 152.998, WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY COUNCIL OF THIEF RIVER FALLS ORDAINS:

Section 1. City Code Chapter 152.031 is hereby amended to read as follows:

152.031 GENERAL BUSINESS DISTRICT (C-2)

(C) Conditional Uses

(5) Car and Truck Wash Business

Section 2. City Code Chapter 152.032 is hereby amended to read as follows:

152.032 CENTRAL BUSINESS DISTRICT (C-3)

(C) Conditional Uses

(7) Car and Truck Wash Business

Section 3. City Code Chapter 10 entitled "General Provisions" and Section 152.998 entitled

"Violation" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 4. This ordinance shall be in force and effect from and after its passage, approval, and publication.

On vote being taken, the motion was unanimously passed.

APPROVAL FOR CITY OF THIEF RIVER FALLS - AMEND CITY CODES 152.031 &152.032

Councilmember Steve Narverud motioned, being seconded by Councilmember Mike Lorenson, to approve amending 152.031 (C), Conditional Uses, to add (5) Car and Truck Wash Business; and 152.032 (C), Conditional Uses, to add (7) Car and Truck Wash Business.

On vote being taken, the motion was unanimously passed.

Resolution No 5.109.21 SECOND READING REZONING - GRANDBOIS PROPERTY

Councilmember Jason Aarestad motioned, being seconded by Councilmember Curt Howe to call for the second reading of AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING CITY CODE CHAPTER 152 ENTITLED "ZONING CODE" BY AMENDING THE CITY ZONING DISTRICTS MAP, AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 10 AND SECTION 152.998, WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY COUNCIL OF THIEF RIVER FALLS ORDAINS:

Section 1. The City Zoning Districts Map is hereby amended by changing the zoning designation of the following described real property from Multi-Family Residential District (R-4) to Suburban Residential District (R-1):

Lots 2, 3, and the north 36' of Lot 4, Block 2, Narverud's First Addition of Thief River Falls

Section 2. City Code Chapter 10 entitled "General Provisions" and Section 152.998 entitled "Violation" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. This ordinance shall be in force and effect from and after its passage, approval, and publication.

On vote being taken, the motion was unanimously passed.

APPROVAL FOR REZONING - GRANDBOIS PROPERTY

Councilmember Michele McCraw motioned, being seconded by Councilmember Jason Aarestad, to rezoning Lots 2, 3, and the north 36' of Lot 4, Block 2, Narverud's First Addition of Thief River Falls from Multi-Family Residential District (R-4) to Suburban Residential District (R-1).

On vote being taken, the motion was unanimously passed.

Resolution No 5.110.21 SECOND READING REZONING - WILLIAM NESS PROPERTY

Councilmember Jason Aarestad motioned, being seconded by Councilmember Steve Narverud to call for the second reading of AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING

CITY CODE CHAPTER 152 ENTITLED "ZONING CODE" BY AMENDING THE CITY ZONING DISTRICTS MAP, AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 10 AND SECTION 152.998, WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS. Motion Carried.

THE CITY COUNCIL OF THIEF RIVER FALLS ORDAINS:

Section 1. The City Zoning Districts Map is hereby amended by changing the zoning designation of the following described real property from Agricultural District (AG) to Multi-Family Residential District (R-4):

That part of Government Lot 7, Section 2, Township 153 North, Range 43 West of the Fifth Principal Meridian, Pennington County, Minnesota, described as follows:
Beginning at the northwest corner of Lot 1, Block 2, NESS FIRST ADDITION to the City of Thief River Falls, Minnesota, according to the official plat of record in the office of the County Recorder, in and for the County of Pennington, and the State of Minnesota; thence south, along the west line of said Block 2, a distance of 318.45 feet; thence southeasterly, along the west line of said Block 2, a distance of 20.51 feet, more or less, to the most southern corner of Lot 2, said Block 2; thence south, along a line parallel to the east line of COUNTRY ACRES SECOND ADDITION, on file at said Recorder's Office, a distance of 1002.23 feet, more or less, to the south line of said Government Lot 7; thence westerly, along the south line of said Government Lot 7, a distance of 471.59 feet, more or less, to a line being 439.00 feet distant from and parallel to the east line of said COUNTRY ACRES SECOND ADDITION; thence north, along a line being 439.00 feet distant from and parallel to the east line of said COUNTRY ACRES SECOND ADDITION, a distance of 1373.26 feet, more or less, to the north line of said Government Lot 7, thence easterly, along the north line of said Government Lot 7, a distance of 477.28 feet, more or less, to the northerly extension of the west line of Block 2, said NESS FIRST ADDITION; thence south, along the northerly extension of Block 2, said NESS FIRST ADDITION, a distance of 33.02 feet, more or less, to the point of beginning.
Said parcel contains 14.76 acres, more or less, and is subject to easements, restrictions, or reservations of record, if any.

Section 2. City Code Chapter 10 entitled "General Provisions" and Section 152.998 entitled "Violation" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. This ordinance shall be in force and effect from and after its passage, approval, and publication.

On vote being taken, the motion was unanimously passed.

<u>APPROVAL FOR REZONING - WILLIAM NESS PROPERTY</u>

Councilmember Anthony Bolduc introduced, being seconded by Councilmember Jason Aarestad, to rezoning the following described parcel from Agricultural District (AG) to Multi-Family Residential District (R-4).

That part of Government Lot 7, Section 2, Township 153 North, Range 43 West of the Fifth Principal Meridian, Pennington County, Minnesota, described as follows:

Beginning at the northwest corner of Lot 1, Block 2, NESS FIRST ADDITION to the City of Thief River Falls, Minnesota, according to the official plat of record in the office of the County Recorder, in and for the County of Pennington, and the State of Minnesota; thence south, along the west line of said Block 2, a distance of 318.45 feet; thence southeasterly, along the west line of said Block 2, a distance of 20.51 feet, more or less, to the most southern corner of Lot 2, said Block 2; thence south, along a line parallel to the east line of COUNTRY ACRES SECOND ADDITION, on file at said Recorder's Office, a distance of 1002.23 feet, more or less, to the south line of said Government Lot 7; thence westerly, along the south line of said Government Lot 7, a distance of 471.59 feet, more or less, to a line being 439.00 feet distant from and parallel to the east line of said COUNTRY ACRES SECOND ADDITION; thence north, along a line being 439.00 feet distant from and parallel to the east line of said COUNTRY ACRES SECOND ADDITION, a distance of 1373.26 feet, more or less, to the north line of said Government Lot 7, thence easterly, along the north line of said Government Lot 7, a distance of 477.28 feet, more or less, to the northerly extension of the west line of Block 2, said NESS FIRST ADDITION; thence south, along the northerly extension of Block 2, said NESS FIRST ADDITION, a distance of 33.02 feet, more or less, to the point of beginning.

Said parcel contains 14.76 acres, more or less, and is subject to easements, restrictions, or reservations of record, if any.

On vote being taken, the motion was unanimously passed.

COMPREHENSIVE PLAN AMENDMENT

Following discussion, Councilmember Mike Lorenson introduced Resolution No 5.111.21, being seconded by Councilmember Michele McCraw, that:

WHEREAS, that part of Government Lot 7, Section 2, Township 153 North, Range 43 West of the Fifth Principal Meridian, Pennington County, Minnesota, described as follows:

Beginning at the northwest corner of Lot 1, Block 2, NESS FIRST ADDITION to the City of Thief River Falls, Minnesota, according to the official plat of record in the office of the County Recorder, in and for the County of Pennington, and the State of Minnesota; thence south, along the west line of said Block 2, a distance of 318.45 feet; thence southeasterly, along the west line of said Block 2, a distance of 20.51 feet, more or less, to the most southern corner of Lot 2, said Block 2; thence south, along a line parallel to the east line of COUNTRY ACRES SECOND ADDITION, on file at said Recorder's Office, a distance of 1002.23 feet, more or less, to the south line of said Government Lot 7; thence westerly, along the south line of said Government Lot 7, a distance of 471.59 feet, more or less, to a line being 439.00 feet distant from and parallel to the east line of said COUNTRY ACRES SECOND ADDITION; thence north, along a line being 439.00 feet distant from and parallel to the east line of said COUNTRY ACRES SECOND ADDITION, a distance of 1373.26 feet, more or less, to the north line of said Government Lot 7, thence easterly, along the north line of said Government Lot 7, a distance of 477.28 feet, more or less, to the northerly extension of the west line of Block 2, said NESS FIRST ADDITION; thence south, along the northerly extension of Block 2, said NESS FIRST ADDITION, a distance of 33.02 feet, more or less, to the point of beginning.

Said parcel contains 14.76 acres, more or less, and is subject to easements, restrictions, or reservations of record, if any., and

WHEREAS, the City of Thief River Falls has a comprehensive plan in place to use as a tool for development and planning. The city's zoning regulations reference certain aspects of the comprehensive plan for compatibility.

WHEREAS, William Ness is selling the above-described property for multi-family housing. This property is currently zoned Agricultural District (AG). In a separate action Mr. Ness has applied for rezoning. The rezoning action will require a comprehensive plan amendment to be consistent with the 2040 Comprehensive Plan

THEREFORE, BE IT RESOLVED, to approve the Planning Commission recommendation to approve to the Comprehensive Plan to designate the following described parcel as High Density Residential.

On vote being taken, the resolution was unanimously passed.

EMPLOYMENT OF STEVE ZAVORAL HAS JOURNEY ELECTRICIAN/ELECTRONIC TECHNICIAN

Following discussion, Councilmember Anthony Bolduc introduced Resolution No 5.112.21, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, the City Council authorized filling of this Journey Electrician/ Electronic Technician position by Resolution No. 3-75-21 following the resignation of Jeremy Srnsky.

WHEREAS, filling of the position will assist the department in completing the required workloads of the electric department.

BE IT RESOLVED, to approve the Electric Committee recommendation and approve employment of Steve Zavoral as a Journey Electrician/ Electronic Technician in the Electric Department. Mr. Zavoral shall be placed at Step 7 of the Journey Electrician/Electronic Technician salary schedule for a starting wage of $28.93 per hour, effective May 5, 2021 Employment is based upon successful completion of required background evaluations and shall serve a six-month probation as required by Teamster Union contract. Mr. Zavoral will have one year to complete the required training.

On vote being taken, the resolution was unanimously passed.

FIRST READING METER SOCKET DISCONNECT ORDINANCE

Councilmember Anthony Bolduc motioned, being seconded by Councilmember Jason Aarestad to call for the first reading of AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING CITY CODE CHAPTER 52 ENTITLED "ELECTRICITY" BY AMENDING SAID CHAPTER 52 AND ADDING SECTION 52.09 REGARDING COSTS RELATED TO CITY METER SOCKET DISCONNECTS, AND ADOPTING BY REFERENCE CITY CODE CHAPTER 10, WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY COUNCIL OF THIEF RIVER FALLS ORDAINS:

Section 1. City Code Chapter 52 is hereby amended and Section 52.09 is hereby added to read as follows:

52.09. METER SOCKET/DISCONNECT. The City of Thief River Falls will provide a 200 amp meter disconnect per National Electric Code section 230.85. The City will pay the first $100.00 of the cost of the provided meter socket, with the homeowner being responsible for all additional costs. (The estimated cost of a meter disconnect, as of 2021, is $191.84). The City will exclusively provide the meter socket/disconnect to keep uniformity within the City of Thief River Falls. Any upgrades to the service from 100-200 amp, the City will also discount the meter socket/disconnect by $100.00. No other meter socket/disconnect will be allowed unless approved in writing by the City of Thief River Falls Electric Department. Any other meter socket/disconnect change out will be at the discretion of the City of Thief River Falls Electric Department for review.

Section 2. City Code Chapter 10 entitled "General Provisions" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. This ordinance shall be in force and effect from and after its passage, approval, and publication.

On vote being taken, the motion was unanimously passed.

APPROVAL METER SOCKET DISCONNECT ORDINANCE

Following discussion, Councilmember Mike Lorenson introduced Resolution No 5.113.21, being seconded by Councilmember Rachel Prudhomme, to suspend 2nd reading and approve the Meter Socket Disconnect Ordinance.

On vote being taken, the motion was unanimously passed.

MARKET RATE STUDY RFP

Following discussion, Councilmember Steve Narverud introduced Resolution No 5.114.21 , being seconded by Councilmember Jason Aarestad, that:

WHEREAS, the City of Thief River Falls will be accepting proposals from qualified firms for an organizational and operational review for all City Departments, for professional services for review and development of updated job classification and compensation system study and meets all Federal and State compensation standards, such as the Minnesota Local Government Pay Equity Act, Fair Labor Standards Act, and other pertinent laws.

WHEREAS, the review will include an analysis of the current organizational structure and staffing relative to the scope of duties and provide recommendations and options for structure and staffing to meet current and future demand for services as well as increasing the operational efficiency and effectiveness of the organization.

BE IT RESOLVED, to approve the Committee of Whole recommendation and to issue the attached request for proposal for Job Classification and Total Compensation Study including operational Review.

On vote being taken, the resolution was unanimously passed.

CUSTOMIZATION TO OUR COUNCIL MEETING SOFTWARE

Following discussion, Councilmember Steve Narverud introduced Resolution No 5.115.21, being seconded by Councilmember Curt Howe, that:

WHEREAS, initial software set up to the Council Meeting Agenda/Minutes software did not include a resolution template.

BE IT RESOLVED, to approve the Customization to the Council Meeting Software for a one time set up fee of $420.

On vote being taken, the resolution was unanimously passed.

FIRST READING OF ANIMAL ORDINANCE REVISIONS

Councilmember Jason Aarestad motioned, being seconded by Councilmember Steve Narverud to call for the first reading of an ordinance of Revised TRF City Ordinance 94.06.

Councilmember Steve Narverud motioned, being seconded by Councilmember Jason Aarestad, to approve Revision of TRF City Ordinance 94.06 to suspend 2nd reading. The motion carried.

AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING CITY CODE CHAPTER 94 ENTITLED "ANIMALS" BY AMENDING SAID CHAPTER 94 AND AMENDING SECTION 94.06 REGARDING NUISANCES, AND ADOPTING BY REFERENCE CITY CODE CHAPTER 10, WHICH, AMONG OTHER THINGS, CONTAINS PENALTY PROVISIONS.

THE CITY COUNCIL OF THIEF RIVER FALLS ORDAINS:

Section 1. City Code Chapter 94, Section 94.06, is hereby amended to read as follows:

94.06. NUISANCES. It is a petty misdemeanor for the owner or person having custody or control of any dog or cat to:

(A) Fail to keep the dog from barking, howling, or whining or the cat from emitting loud or unusual noise; or

(B) Allow the dog or cat to damage any lawn, garden, or other property, whether or not the owner or person in custody or control of the dog or cat has knowledge of the damage; or

(C) Fail to prevent the dog or cat from defecating in or upon any school ground, public street, sidewalk, alley, tree bank (berm), park or any other public ground or any private property within the city, other than the premises of the owner or person having custody or control of the dog or cat; or

(D) Fail to immediately remove the feces of the dog or cat that defecates on public property or otherwise in violation of the prohibition contained in the preceding subsection; or

(E) Permit the feces of a dog or cat to accumulate for more than 48 hours on the owner's premises or the premises of the person having custody or control of the dog or cat.

(F) Exception: the provisions of this subdivision do not apply to a guide dog for a blind person, to an ADA (Americans With Disabilities) approved service animal trained to assist a person with a disability, or to a dog when used in police or rescue activities by or with the permission of the City.

Section 2. City Code Chapter 10 entitled "General Provisions" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. This ordinance shall be in force and effect from and after its passage, approval, and publication.

On vote being taken, the motion was unanimously passed.

APPROVE ANIMAL ORDINANCE REVISIONS

Following discussion, Councilmember Steve Narverud introduced Resolution No 5.116.21, being seconded by Councilmember Mike Lorenson, to suspend 2nd reading and approve the Animal Ordinance City Code Chapter 94, Section 94.06.

On vote being taken, the motion was unanimously passed.

MIF AGREEMENT AMENDMENT HEARING FOR DIGI-KEY CORPORATION

Following discussion, Councilmember Anthony Bolduc introduced Resolution No 5.117.21, being seconded by Councilmember Steve Narverud, that:

WHEREAS, the City of Thief River Falls applied to the Minnesota Department of Employment and Economic Development (DEED) and was awarded Grant #CDAP-17-0008-H-FY18 in the amount of $4,000,000 to assist Digi-Key Corporation in their product distribution center expansion. This expansion included the construction of a 2.2 million square feet building.

WHEREAS, the grant included a requirement for 306 new full time equivalent (FTE) jobs in Thief River Falls as reported on November 2, 2020. The final report audit indicated a shortfall of part time employee count used in the FTE calculations. Digi-Key now has exceeded the required jobs but may need an extension to complete final reporting which is due May 31, 2021.

BE IT RESOLVED, to approve calling for a hearing on May 18, 2021 at 5:30 P.M. to consider an extension to Minnesota Investment Fund Grant Agreement #CDAP-17-0008-H-FY18 with Digi-Key Corporation from May 31, 2021 until May 31, 2022 to allow additional time to meet the new jobs requirement.

On vote being taken, the resolution was unanimously passed.

APPROVAL OF EMPLOYMENT OF RICK SWANSON AS PUBLIC MAINTENANCE EMPLOYEE

Following discussion, Councilmember Mike Lorenson introduced Resolution No 5.118.21, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, the City Council authorized filling the vacant position, created by the resignation of Wade Cota. No Teamster members applied for the position and it was advertised and filled by the public process.

WHEREAS, the city council has authorized filling this position.

BE IT RESOLVED, to approve the employment of Rick Swanson as a Public Works Maintenance employee. Mr. Swanson shall be placed at Step 2 of the Grade Level 4 Public Works Maintenance salary schedule for a starting salary of $19.53 per hour, effective May 5, 2021 pending successful completion of all pre-employment backgrounds and testing.

On vote being taken, the resolution was unanimously passed.

UPCOMING MEETINGS

1. UTILITIES COMMITTEE - MAY 10TH AT 7:00 A.M.
2. PUBLIC SAFETY/LIQUOR COMMITTEE - MAY 10TH AT 4:30 P.M.
3. ADMINISTRATIVE SERVICES COMMITTEE - MAY 11TH AT 3:00 P.M.
4. PUBLIC WORKS COMMITTEE - MAY 12TH AT 4:30 P.M.
5. CITY COUNCIL MEETING - MAY 18TH AT 5:30 P.M.
6. JOINT CITY, COUNTY AND SCHOOL IN THE IMPERIAL ROOM - MAY 24TH AT 5:30 P.M.
7. COMMITTEE OF WHOLE - MAY 25TH AT 5:30 P.M.

INFORMATIONAL ITEMS

Councilmember Steve Narverud mentioned Clean Up Day was a success. Thanks to the city, county, STS, and residents.

CLOSE MEETING TO CONDUCT PERFORMANCE APPRAISAL

1. PERFORMANCE EVALUATION OF FIRE CO-CHIEFS

Councilmember Curt Howe moved, being seconded by Councilmember Mike Lorenson, to close the Council Meeting as per Minnesota Statute 13D.05 to conduct a performance evaluation of the Fire Co-Chiefs, Marty Semanko and Rick Beier at 6:07 p.m.

Motion unanimously carried.

RECOVENE MEETING

The meeting reconvened at 6:31 p.m.

ADJOURNMENT

There being no further discussion, Councilmember Curt Howe moved, being seconded by Councilmember Steve Narverud to adjourn at 6:32 p.m. On vote being taken, the Chair declared the motion unanimously carried.

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: 5/18/2021

SUBJECT:

RECOMMENDATION:

MOTION TO:

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON:

ATTACHMENTS:

1.	05 18 21 Summary of Disbursements
2.	04 26 - 04 30 Prepayments
3.	05 03 - 05 05 Prepayments
4.	05 18 21 Council Bills
5.	05 18 21 Council Per Diem

CITY OF THIEF RIVER FALLS
SUMMARY OF DISBURSEMENTS

May 18th, 2021 City Council Meeting

PREPAYMENTS	4/26/2021	thru	4/30/2021	=	$ 54,242.89
PREPAYMENTS	5/3/2021	thru	5/5/2021	=	$ 77,110.21
PREPAYMENTS		thru		=	
PREPAYMENTS		thru		=	
FIRST HALF BILLS				=	
SECOND HALF BILLS				=	$ 173,025.81

GRAND TOTAL OF DISBURSEMENTS **$ 304,378.91**

CITY OF THIEF RIVER FALLS

*Claim Register©

04-30-21PRE

April 2021

04/26 - 04/30 Prepayments

Claim Type

Claim# 5480 *AMAZON CAPITAL SERVICES INC* Ck# 084067 4/26/2021

Cash Payment	E 10-4312-221 Equipment Maint & Repair	MANHOLE MAGNET	$223.98
Invoice 1J6RCN971K47			
Cash Payment	E 10-4650-201 Office Supplies	HEAVY DUTY STAPLER	$19.99
Invoice 1NY6JX7DQ7VK			
Cash Payment	E 10-4192-302 Computer Maintenance & lice	2021 ANNUAL MEMBERSHIP FEE	$499.00
Invoice 1NY6JX7DRDCK			
Cash Payment	E 10-4210-201 Office Supplies	FILE HOLDER	$8.09
Invoice 1RQVRRKF3R76			
Cash Payment	E 10-4210-212 Gas-Oil-Lube	FUEL SYSTEM CLNR	$93.50
Invoice 1RQVRRKF3R76			
Cash Payment	E 10-4192-302 Computer Maintenance & lice	MONITOR CABLES	$29.76
Invoice 1XH74L7TY3PW			
Cash Payment	E 10-4210-202 Computer Supplies	TRANSCRIPTION HEADSET	$74.81
Invoice 1RPTF1GMNWTD			
Cash Payment	E 10-4312-221 Equipment Maint & Repair	SAW BLADES	$55.44
Invoice 1R4J1XCJJXG7			
Transaction Date 4/26/2021	Due 5/26/2021	Northern State Bank 1010 **Total**	$1,004.57

Claim# 5481 *MEDICAREBLUE RX* Ck# 084068 4/26/2021

Cash Payment	E 74-4870-365 Senior Gold BC/BS Monthly b	MAY RX PREMIUM	$2,282.00
Invoice 0YM0960SG			
Transaction Date 4/26/2021	Due 5/26/2021	Northern State Bank 1010 **Total**	$2,282.00

Claim# 5482 *THIEF RIVER FALLS TIMES* Ck# 084069 4/26/2021

Cash Payment	E 10-4150-359 Printing & Publications	GVT STAMPED ENVELOPES	$3,236.50
Invoice			
Cash Payment	E 10-4315-359 Printing & Publications	ORDER FORMS - DUMPSTERS	$55.25
Invoice			
Cash Payment	E 10-4110-299 Misc. Operating Expense	BUSINESS CARDS - MCCRAW	$45.00
Invoice			
Cash Payment	E 10-4650-349 Advertising	AD - PW DIRECTOR	$92.50
Invoice			
Cash Payment	E 10-4650-349 Advertising	AD - PW DIRECTOR	$82.50
Invoice			
Cash Payment	E 10-4650-349 Advertising	INTERNET JOB POSTING	$10.00
Invoice			
Cash Payment	E 10-4650-349 Advertising	AD - PUBLIC WORKS	$92.50
Invoice			
Cash Payment	E 69-4890-359 Printing & Publications	AD - JOURNEYMAN	$92.50
Invoice			
Cash Payment	E 69-4890-359 Printing & Publications	AD - LINEWORKER	$82.50
Invoice			
Cash Payment	E 69-4890-359 Printing & Publications	INTERNET JOB POSTING	$10.00
Invoice			
Cash Payment	E 69-4890-359 Printing & Publications	AD - LINEWORKER	$92.50
Invoice			
Cash Payment	E 69-4890-359 Printing & Publications	AD - LINEWORKER	$112.50
Invoice			
Cash Payment	E 69-4890-359 Printing & Publications	INTERNET JOB POSTING	$10.00
Invoice			

CITY OF THIEF RIVER FALLS

*Claim Register©

04-30-21PRE

April 2021

Cash Payment	E 10-4650-349 Advertising	NTC - CAR/TRK WASH	$41.14
Invoice			
Cash Payment	E 10-4650-349 Advertising	NTC - W NESS REZONE	$85.30
Invoice			
Cash Payment	E 10-4650-359 Printing & Publications	NTC - D GRANDBOIS REZONE	$42.06
Invoice			
Cash Payment	E 10-4650-359 Printing & Publications	NTC - MAK PROP VARIANCE	$145.10
Invoice			
Cash Payment	E 10-4650-359 Printing & Publications	NTC - RED ROBE PRK SIGN	$46.66
Invoice			
Cash Payment	E 10-4650-359 Printing & Publications	AD - MAINTENANCE	$92.50
Invoice			
Transaction Date 4/26/2021	Due 5/26/2021	Northern State Bank 1010 Total	$4,467.01
Claim# 5531 *DAVIDSON,RICHARD*		Ck# 084070 4/28/2021	
Cash Payment	E 69-4840-299 Misc. Operating Expense	REFUND MN RECAPTURE THAT WAS PREVIOUSLY PAID BY CUSTOMER	$96.43
Invoice			
Transaction Date 4/28/2021	Due 5/28/2021	Northern State Bank 1010 Total	$96.43
Claim# 5532 *OLSON,DEREK*		Ck# 084071 4/28/2021	
Cash Payment	E 69-4840-299 Misc. Operating Expense	REFUND MN RECAPTURE THAT WAS DISCHARGED BY BANKRUPTCY	$718.00
Invoice			
Transaction Date 4/28/2021	Due 5/28/2021	Northern State Bank 1010 Total	$718.00
Claim# 5566 *U S POSTMASTER*		Ck# 084072 4/30/2021	
Cash Payment	E 10-4315-201 Office Supplies	POSTAGE - MAY UTILITY BILLS (3614)	$248.82
Invoice			
Cash Payment	E 69-4840-201 Office Supplies	POSTAGE - MAY UTILITY BILLS (3614)	$663.54
Invoice			
Cash Payment	E 68-4840-201 Office Supplies	POSTAGE - MAY UTILITY BILLS (3614)	$165.88
Invoice			
Cash Payment	E 62-4840-201 Office Supplies	POSTAGE - MAY UTILITY BILLS (3614)	$580.59
Invoice			
Transaction Date 4/30/2021	Due 5/30/2021	Northern State Bank 1010 Total	$1,658.83
Claim# 5567 *FASTENAL COMPANY*		Ck# 084073 4/30/2021	
Cash Payment	E 10-4312-224 Department Maint & Repair	NUTS/BOLTS	$31.98
Invoice 114710			
Cash Payment	E 62-4840-240 Small Tools and Minor Equip	GRINDER	$177.27
Invoice 115200			
Cash Payment	E 69-4840-299 Misc. Operating Expense	MISC MTRLS	$29.35
Invoice 115223			
Cash Payment	E 62-4840-288 Personal Protective Equipme	SAFETY EYEWEAR	$100.64
Invoice 115227			
Transaction Date 4/30/2021	Due 5/30/2021	Northern State Bank 1010 Total	$339.24
Claim# 5568 *MINNESOTA ENERGY GROUP-0000*		Ck# 084074 4/30/2021	
Cash Payment	E 69-4830-389 Utilities Expense	GAS METER READING APR	$683.89
Invoice MTR 20102654			
Transaction Date 4/30/2021	Due 5/30/2021	Northern State Bank 1010 Total	$683.89
Claim# 5569 *NELSON EQUIPMENT OF T R F INC*		Ck# 084075 4/30/2021	

Cash Payment	E 10-4312-224 Department Maint & Repair	SWIVELS		$17.44
Invoice 120471				
Transaction Date 4/30/2021	Due 5/30/2021	Northern State Bank 1010	Total	$17.44
Claim# 5570 *NORTHWEST BEVERAGE INC*		Ck# 084076 4/30/2021		
Cash Payment	E 61-4810-252 Beer for Resale	BEER PURCHASE		$22,506.00
Invoice 133729				
Cash Payment	E 61-4810-252 Beer for Resale	BEER PURCHASE		$1,584.70
Invoice 133749				
Cash Payment	E 61-4810-252 Beer for Resale	BEER PURCHASE		$9,963.95
Invoice 133826				
Cash Payment	E 61-4810-254 Soft Drinks/Mix for Resale	MIX PURCHASE		$134.00
Invoice 133826				
Cash Payment	E 61-4810-252 Beer for Resale	BEER PURCHASE		$3,801.15
Invoice 133853				
Transaction Date 4/30/2021	Due 5/30/2021	Northern State Bank 1010	Total	$37,989.80
Claim# 5571 *PEPSI BEVERAGES COMPANY*		Ck# 084077 4/30/2021		
Cash Payment	E 61-4810-254 Soft Drinks/Mix for Resale	MIX PURCHASE		$361.49
Invoice 67536204				
Transaction Date 4/30/2021	Due 5/30/2021	Northern State Bank 1010	Total	$361.49
Claim# 5572 *SJOBERGS CABLE TV*		Ck# 084078 4/30/2021		
Cash Payment	E 10-4312-302 Computer Maintenance & lice	MONTHLY SERVICE FEB		$56.95
Invoice				
Cash Payment	E 62-4890-302 Computer Maintenance & lice	MONTHLY SERVICE FEB		$56.95
Invoice				
Cash Payment	E 62-4830-321 Communication Expense	MONTHLY SERVICE FEB		$25.99
Invoice				
Cash Payment	E 68-4830-321 Communication Expense	MONTHLY SERVICE FEB		$475.00
Invoice				
Cash Payment	E 69-4830-321 Communication Expense	MONTHLY SERVICE FEB		$142.50
Invoice				
Cash Payment	E 68-4830-321 Communication Expense	MONTHLY SERVICE FEB		$85.50
Invoice				
Cash Payment	E 69-4830-321 Communication Expense	MONTHLY SERVICE FEB		$142.50
Invoice				
Cash Payment	E 10-4510-321 Communication Expense	MONTHLY SERVICE FEB		$104.50
Invoice				
Cash Payment	E 10-4192-302 Computer Maintenance & lice	MONTHLY SERVICE FEB		$225.00
Invoice				
Cash Payment	E 63-4830-321 Communication Expense	MONTHLY SERVICE FEB		$75.00
Invoice				
Cash Payment	E 69-4890-302 Computer Maintenance & lice	MONTHLY SERVICE FEB		$225.00
Invoice				
Cash Payment	E 69-4890-302 Computer Maintenance & lice	MONTHLY SERVICE FEB		$49.95
Invoice				
Cash Payment	E 69-4830-321 Communication Expense	MONTHLY SERVICE FEB		$35.05
Invoice				
Cash Payment	E 61-4890-302 Computer Maintenance & lice	MONTHLY SERVICE FEB		$56.95
Invoice				
Cash Payment	E 63-4830-321 Communication Expense	MONTHLY SERVICE FEB		$89.95
Invoice				

CITY OF THIEF RIVER FALLS

*Claim Register©

04-30-21PRE

April 2021

Cash Payment	E 63-4830-321 Communication Expense	MONTHLY SERVICE FEB	$96.35
Invoice			
Cash Payment	E 10-4220-302 Computer Maintenance & lice	MONTHLY SERVICE FEB	$49.95
Invoice			
Cash Payment	E 10-4192-302 Computer Maintenance & lice	MONTHLY SERVICE FEB	$56.95
Invoice			
Cash Payment	E 69-4890-302 Computer Maintenance & lice	MONTHLY SERVICE FEB	$40.00
Invoice			
Cash Payment	E 10-4560-321 Communication Expense	MONTHLY SERVICE FEB	$40.54
Invoice			
Cash Payment	E 69-4890-302 Computer Maintenance & lice	MONTHLY SERVICE FEB	$88.57
Invoice			
Transaction Date 4/30/2021	Due 5/30/2021	Northern State Bank 1010 Total	$2,219.15

Claim# 5573 *VERIZON WIRELESS #786782900* Ck# 084079 4/30/2021

Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 69-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4650-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 65-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4194-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4192-302 Computer Maintenance & lice	WIRELESS PHONE CHARGES APR/MAY	$40.01
Invoice 9878162052			
Cash Payment	E 62-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$40.01
Invoice 9878162052			
Cash Payment	E 61-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$36.51
Invoice 9878162052			
Cash Payment	E 10-4510-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4192-302 Computer Maintenance & lice	WIRELESS PHONE CHARGES APR/MAY	$40.01
Invoice 9878162052			
Cash Payment	E 61-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$45.25
Invoice 9878162052			
Cash Payment	E 69-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$38.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			

CITY OF THIEF RIVER FALLS

*Claim Register©

04-30-21PRE

April 2021

Cash Payment	E 10-4510-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 69-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 69-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4150-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4240-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4150-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4150-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$51.51
Invoice 9878162052			
Cash Payment	E 62-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 82-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$31.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$31.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$31.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$31.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$31.51
Invoice 9878162052			
Cash Payment	E 10-4192-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$31.51
Invoice 9878162052			
Cash Payment	E 10-4192-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$31.51
Invoice 9878162052			
Cash Payment	E 69-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 69-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 68-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 62-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Transaction Date 4/30/2021	Due 5/30/2021	Northern State Bank 1010 Total	$1,591.64

Claim#	5575 *SANFORD HLTH OCCUPATIONAL M*	Ck# 004464 4/28/2021	
Cash Payment	E 10-4312-299 Misc. Operating Expense	DRUG/ALC TESTING PRGM	$55.00
Invoice			
Cash Payment	E 69-4840-299 Misc. Operating Expense	DRUG/ALC TESTING PRGM	$25.00
Invoice			
Transaction Date 4/30/2021	Due 5/30/2021	Northern State Bank 1010 Total	$80.00

CITY OF THIEF RIVER FALLS

*Claim Register©

04-30-21PRE

April 2021

Claim#	5576 *PAYMENT SERVICE NETWORK INC*	Ck# 004465 4/5/2021		
Cash Payment	E 69-4890-306 Credit Card Fees	CREDIT CARD FEES MAR		$447.70
Invoice				
Transaction Date	4/30/2021	Due 5/30/2021 Northern State Bank 1010	**Total**	$447.70
Claim#	5577 *FURTHER - H S A*	Ck# 004466 4/26/2021		
Cash Payment	G 74-2400 Clearing Account	04/22/21 EMPLOYEE H S A CONTRIBUTIONS		$285.70
Invoice 20210422				
Transaction Date	4/30/2021	Due 5/30/2021 Northern State Bank 1010	**Total**	$285.70
	Claim Type		**Total**	**$54,242.89**

Pre-Written Checks	$54,242.89
Checks to be Generated by the Compute	$0.00
Total	$54,242.89

CITY OF THIEF RIVER FALLS

*Claim Register©

04-30-21PRE

April 2021

04/26 - 04/30 Prepayments

Claim Type

Claim# 5480 *AMAZON CAPITAL SERVICES INC* Ck# 084067 4/26/2021

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Invoice			
Cash Payment	E 69-4890-359 Printing & Publications	INTERNET JOB POSTING	$10.00
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Cash Payment	E 69-4890-359 Printing & Publications	AD - LINEWORKER	$92.50
Invoice			
Cash Payment	E 69-4890-359 Printing & Publications	AD - LINEWORKER	$112.50
Invoice			
Cash Payment	E 69-4890-359 Printing & Publications	INTERNET JOB POSTING	$10.00
Invoice			

CITY OF THIEF RIVER FALLS

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04-30-21PRE

April 2021

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Invoice				
Cash Payment	E 10-4650-359 Printing & Publications	NTC - D GRANDBOIS REZONE		$42.06
Invoice				
Cash Payment	E 10-4650-359 Printing & Publications	NTC - MAK PROP VARIANCE		$145.10
Invoice				
Cash Payment	E 10-4650-359 Printing & Publications	NTC - RED ROBE PRK SIGN		$46.66
Invoice				
Cash Payment	E 10-4650-359 Printing & Publications	AD - MAINTENANCE		$92.50
Invoice				
Transaction Date	4/26/2021 Due 5/26/2021	Northern State Bank 1010	Total	$4,467.01
Claim#	5531 *DAVIDSON,RICHARD*	Ck# 084070 4/28/2021		
Cash Payment	E 69-4840-299 Misc. Operating Expense	REFUND MN RECAPTURE THAT WAS PREVIOUSLY PAID BY CUSTOMER		$96.43
Invoice				
Transaction Date	4/28/2021 Due 5/28/2021	Northern State Bank 1010	Total	$96.43
Claim#	5532 *OLSON,DEREK*	Ck# 084071 4/28/2021		
Cash Payment	E 69-4840-299 Misc. Operating Expense	REFUND MN RECAPTURE THAT WAS DISCHARGED BY BANKRUPTCY		$718.00
Invoice				
Transaction Date	4/28/2021 Due 5/28/2021	Northern State Bank 1010	Total	$718.00
Claim#	5566 *U S POSTMASTER*	Ck# 084072 4/30/2021		
Cash Payment	E 10-4315-201 Office Supplies	POSTAGE - MAY UTILITY BILLS (3614)		$248.82
Invoice				
Cash Payment	E 69-4840-201 Office Supplies	POSTAGE - MAY UTILITY BILLS (3614)		$663.54
Invoice				
Cash Payment	E 68-4840-201 Office Supplies	POSTAGE - MAY UTILITY BILLS (3614)		$165.88
Invoice				
Cash Payment	E 62-4840-201 Office Supplies	POSTAGE - MAY UTILITY BILLS (3614)		$580.59
Invoice				
Transaction Date	4/30/2021 Due 5/30/2021	Northern State Bank 1010	Total	$1,658.83
Claim#	5567 *FASTENAL COMPANY*	Ck# 084073 4/30/2021		
Cash Payment	E 10-4312-224 Department Maint & Repair	NUTS/BOLTS		$31.98
Invoice 114710				
Cash Payment	E 62-4840-240 Small Tools and Minor Equip	GRINDER		$177.27
Invoice 115200				
Cash Payment	E 69-4840-299 Misc. Operating Expense	MISC MTRLS		$29.35
Invoice 115223				
Cash Payment	E 62-4840-288 Personal Protective Equipme	SAFETY EYEWEAR		$100.64
Invoice 115227				
Transaction Date	4/30/2021 Due 5/30/2021	Northern State Bank 1010	Total	$339.24
Claim#	5568 *MINNESOTA ENERGY GROUP-0000*	Ck# 084074 4/30/2021		
Cash Payment	E 69-4830-389 Utilities Expense	GAS METER READING APR		$683.89
Invoice MTR 20102654				
Transaction Date	4/30/2021 Due 5/30/2021	Northern State Bank 1010	Total	$683.89
Claim#	5569 *NELSON EQUIPMENT OF T R F INC*	Ck# 084075 4/30/2021		

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Cash Payment E 10-4312-224 Department Maint & Repair SWIVELS $17.44
Invoice 120471
Transaction Date 4/30/2021 Due 5/30/2021 Northern State Bank 1010 **Total** $17.44

Claim# 5570 *NORTHWEST BEVERAGE INC* Ck# 084076 4/30/2021
Cash Payment E 61-4810-252 Beer for Resale BEER PURCHASE $22,506.00
Invoice 133729
Cash Payment E 61-4810-252 Beer for Resale BEER PURCHASE $1,584.70
Invoice 133749
Cash Payment E 61-4810-252 Beer for Resale BEER PURCHASE $9,963.95
Invoice 133826
Cash Payment E 61-4810-254 Soft Drinks/Mix for Resale MIX PURCHASE $134.00
Invoice 133826
Cash Payment E 61-4810-252 Beer for Resale BEER PURCHASE $3,801.15
Invoice 133853
Transaction Date 4/30/2021 Due 5/30/2021 Northern State Bank 1010 **Total** $37,989.80

Claim# 5571 *PEPSI BEVERAGES COMPANY* Ck# 084077 4/30/2021
Cash Payment E 61-4810-254 Soft Drinks/Mix for Resale MIX PURCHASE $361.49
Invoice 67536204
Transaction Date 4/30/2021 Due 5/30/2021 Northern State Bank 1010 **Total** $361.49

Claim# 5572 *SJOBERGS CABLE TV* Ck# 084078 4/30/2021
Cash Payment E 10-4312-302 Computer Maintenance & lice MONTHLY SERVICE FEB $56.95
Invoice
Cash Payment E 62-4890-302 Computer Maintenance & lice MONTHLY SERVICE FEB $56.95
Invoice
Cash Payment E 62-4830-321 Communication Expense MONTHLY SERVICE FEB $25.99
Invoice
Cash Payment E 68-4830-321 Communication Expense MONTHLY SERVICE FEB $475.00
Invoice
Cash Payment E 69-4830-321 Communication Expense MONTHLY SERVICE FEB $142.50
Invoice
Cash Payment E 68-4830-321 Communication Expense MONTHLY SERVICE FEB $85.50
Invoice
Cash Payment E 69-4830-321 Communication Expense MONTHLY SERVICE FEB $142.50
Invoice
Cash Payment E 10-4510-321 Communication Expense MONTHLY SERVICE FEB $104.50
Invoice
Cash Payment E 10-4192-302 Computer Maintenance & lice MONTHLY SERVICE FEB $225.00
Invoice
Cash Payment E 63-4830-321 Communication Expense MONTHLY SERVICE FEB $75.00
Invoice
Cash Payment E 69-4890-302 Computer Maintenance & lice MONTHLY SERVICE FEB $225.00
Invoice
Cash Payment E 69-4890-302 Computer Maintenance & lice MONTHLY SERVICE FEB $49.95
Invoice
Cash Payment E 69-4830-321 Communication Expense MONTHLY SERVICE FEB $35.05
Invoice
Cash Payment E 61-4890-302 Computer Maintenance & lice MONTHLY SERVICE FEB $56.95
Invoice
Cash Payment E 63-4830-321 Communication Expense MONTHLY SERVICE FEB $89.95
Invoice

Cash Payment	E 63-4830-321 Communication Expense	MONTHLY SERVICE FEB	$96.35
Invoice			
Cash Payment	E 10-4220-302 Computer Maintenance & lice	MONTHLY SERVICE FEB	$49.95
Invoice			
Cash Payment	E 10-4192-302 Computer Maintenance & lice	MONTHLY SERVICE FEB	$56.95
Invoice			
Cash Payment	E 69-4890-302 Computer Maintenance & lice	MONTHLY SERVICE FEB	$40.00
Invoice			
Cash Payment	E 10-4560-321 Communication Expense	MONTHLY SERVICE FEB	$40.54
Invoice			
Cash Payment	E 69-4890-302 Computer Maintenance & lice	MONTHLY SERVICE FEB	$88.57
Invoice			

Transaction Date 4/30/2021 Due 5/30/2021 Northern State Bank 1010 **Total** $2,219.15

Claim# 5573 *VERIZON WIRELESS #786782900* Ck# 084079 4/30/2021

Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 69-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4650-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 65-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4194-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4192-302 Computer Maintenance & lice	WIRELESS PHONE CHARGES APR/MAY	$40.01
Invoice 9878162052			
Cash Payment	E 62-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$40.01
Invoice 9878162052			
Cash Payment	E 61-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$36.51
Invoice 9878162052			
Cash Payment	E 10-4510-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4192-302 Computer Maintenance & lice	WIRELESS PHONE CHARGES APR/MAY	$40.01
Invoice 9878162052			
Cash Payment	E 61-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$45.25
Invoice 9878162052			
Cash Payment	E 69-4830-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$38.51
Invoice 9878162052			
Cash Payment	E 10-4210-321 Communication Expense	WIRELESS PHONE CHARGES APR/MAY	$41.51
Invoice 9878162052			

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Cash Payment E 10-4510-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 69-4830-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 69-4830-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 10-4150-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 10-4240-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 10-4150-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 10-4150-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$51.51
Cash Payment E 62-4830-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 10-4210-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 82-4830-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 10-4210-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 10-4210-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$31.51
Cash Payment E 10-4210-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$31.51
Cash Payment E 10-4210-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$31.51
Cash Payment E 10-4210-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$31.51
Cash Payment E 10-4210-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$31.51
Cash Payment E 10-4192-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$31.51
Cash Payment E 10-4192-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$31.51
Cash Payment E 69-4830-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 69-4830-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 68-4830-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Cash Payment E 62-4830-321 Communication Expense Invoice 9878162052	WIRELESS PHONE CHARGES APR/MAY		$41.51
Transaction Date 4/30/2021 Due 5/30/2021	Northern State Bank 1010	**Total**	$1,591.64
Claim# 5575 *SANFORD HLTH OCCUPATIONAL M*	Ck# 004464 4/28/2021		
Cash Payment E 10-4312-299 Misc. Operating Expense Invoice	DRUG/ALC TESTING PRGM		$55.00
Cash Payment E 69-4840-299 Misc. Operating Expense Invoice	DRUG/ALC TESTING PRGM		$25.00
Transaction Date 4/30/2021 Due 5/30/2021	Northern State Bank 1010	**Total**	$80.00

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Claim#	5576 *PAYMENT SERVICE NETWORK INC*	Ck# 004465 4/5/2021			
Cash Payment	E 69-4890-306 Credit Card Fees	CREDIT CARD FEES MAR			$447.70
Invoice					
Transaction Date	4/30/2021	Due 5/30/2021	Northern State Bank 1010	**Total**	$447.70
Claim#	5577 *FURTHER - H S A*	Ck# 004466 4/26/2021			
Cash Payment	G 74-2400 Clearing Account	04/22/21 EMPLOYEE H S A CONTRIBUTIONS			$285.70
Invoice 20210422					
Transaction Date	4/30/2021	Due 5/30/2021	Northern State Bank 1010	**Total**	$285.70

Claim Type	**Total**	**$54,242.89**

Pre-Written Checks	$54,242.89
Checks to be Generated by the Compute	$0.00
Total	$54,242.89

CITY OF THIEF RIVER FALLS

*Claim Register©

05-05-21PRE

May 2021

05/03 - 05/05 Prepayments

Claim Type

Claim# 5578 *AMERITAS LIFE INSURANCE CORP* Ck# 084151 5/5/2021

Cash Payment	G 74-2400 Clearing Account	MAY VISION PREMIUM 010-31457	$255.36
Invoice 20210506			
Transaction Date 5/5/2021	Due 0	Northern State Bank 1010 **Total**	$255.36

Claim# 5579 *LAW ENFORCEMENT LABOR SERVI* Ck# 084152 5/5/2021

Cash Payment	G 74-2400 Clearing Account	MAY UNION DUES #193	$889.00
Invoice 20210506			
Transaction Date 5/5/2021	Due 0	Northern State Bank 1010 **Total**	$889.00

Claim# 5580 *NCPERS GROUP LIFE INS* Ck# 084153 5/5/2021

Cash Payment	G 74-2400 Clearing Account	MAY LIFE INS PREMIUM 796600	$240.00
Invoice 20210506			
Transaction Date 5/5/2021	Due 0	Northern State Bank 1010 **Total**	$240.00

Claim# 5581 *SUN LIFE FINANCIAL (LTD)* Ck# 084154 5/5/2021

Cash Payment	G 74-2400 Clearing Account	MAY LTD #937384	$454.18
Invoice 20210408			
Transaction Date 5/5/2021	Due 0	Northern State Bank 1010 **Total**	$454.18

Claim# 5582 *VANTAGEPOINT ICMA* Ck# 084155 5/5/2021

Cash Payment	G 74-2400 Clearing Account	05/06/21 EE CONTRIBUTIONS #302063	$3,140.00
Invoice 20210506			
Transaction Date 5/5/2021	Due 0	Northern State Bank 1010 **Total**	$3,140.00

Claim# 5583 *AMAZON CAPITAL SERVICES INC* Ck# 084156 5/5/2021

Cash Payment	E 10-4312-221 Equipment Maint & Repair	RADIO ANTENNA	$49.72
Invoice 13XL347GNTKL			
Cash Payment	E 10-4510-224 Department Maint & Repair	BEACH FENCE	$65.01
Invoice 1QR4LF7FY6GQ			
Cash Payment	E 10-4315-288 Personal Protective Equipme	PPE GLOVES	$110.97
Invoice 17F9X6C3FMGH			
Cash Payment	E 10-4192-202 Computer Supplies	SURGE PROTECTORS	$45.51
Invoice 1TG4H7D1CRTX			
Cash Payment	E 62-4840-299 Misc. Operating Expense	CLEANING SUPPLIES	$41.14
Invoice 1NCP6QHKD933			
Transaction Date 5/5/2021	Due 0	Northern State Bank 1010 **Total**	$312.35

Claim# 5584 *CITY OF T R F - UTILITIES BLLG* Ck# 084157 5/5/2021

Cash Payment	G 69-2025 Customer Deposits	DUE CITY FROM CUSTOMER DEPOSITS	$3,812.55
Invoice			
Cash Payment	E 69-4890-876 Customer Records & Collecti	INT PAID TO CITY FROM DEPOSITS	$0.16
Invoice			
Cash Payment	E 10-4194-389 Utilities Expense	APR UTILITIES - DUE MAY	$2,000.72
Invoice			
Cash Payment	E 10-4194-389 Utilities Expense	APR UTILITIES - DUE MAY	$23.81
Invoice			
Cash Payment	E 10-4210-310 Animal Control	APR UTILITIES - DUE MAY	$171.92
Invoice			
Cash Payment	E 10-4220-389 Utilities Expense	APR UTILITIES - DUE MAY	$647.44
Invoice			
Cash Payment	E 10-4312-389 Utilities Expense	APR UTILITIES - DUE MAY	$699.25
Invoice			

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Cash Payment	E 10-4315-389 Utilities Expense	APR UTILITIES - DUE MAY	$678.32
Invoice			
Cash Payment	E 10-4316-389 Utilities Expense	APR UTILITIES - DUE MAY	$15,626.26
Invoice			
Cash Payment	E 10-4510-389 Utilities Expense	APR UTILITIES - DUE MAY	$368.44
Invoice			
Cash Payment	E 10-4510-389 Utilities Expense	APR UTILITIES - DUE MAY	$329.42
Invoice			
Cash Payment	E 10-4550-389 Utilities Expense	APR UTILITIES - DUE MAY	$1,130.45
Invoice			
Cash Payment	E 10-4670-299 Misc. Operating Expense	APR UTILITIES - DUE MAY	$161.96
Invoice			
Cash Payment	E 10-4670-450 Senior Citizen Programs	APR UTILITIES - DUE MAY	$1,061.33
Invoice			
Cash Payment	E 10-4560-389 Utilities Expense	APR UTILITIES - DUE MAY	$486.80
Invoice			
Cash Payment	E 61-4830-389 Utilities Expense	APR UTILITIES - DUE MAY	$1,902.82
Invoice			
Cash Payment	E 69-4830-389 Utilities Expense	APR UTILITIES - DUE MAY	$3,333.43
Invoice			
Cash Payment	E 62-4830-389 Utilities Expense	APR UTILITIES - DUE MAY	$21,560.65
Invoice			
Cash Payment	E 68-4830-389 Utilities Expense	APR UTILITIES - DUE MAY	$4,300.47
Invoice			
Cash Payment	E 82-4830-389 Utilities Expense	APR UTILITIES - DUE MAY	$135.77
Invoice			
Cash Payment	E 67-4830-389 Utilities Expense	APR UTILITIES - DUE MAY	$51.11
Invoice			
Transaction Date	5/5/2021	Due 0 Northern State Bank 1010 **Total**	$58,483.08

Claim# 5585 *COCA-COLA BOTTLING HIGH COUN* Ck# 084158 5/5/2021

Cash Payment	E 61-4810-254 Soft Drinks/Mix for Resale	MIX PURCHASE	$327.50
Invoice 3611450			
Cash Payment	E 61-4810-254 Soft Drinks/Mix for Resale	MIX PURCHASE	$271.50
Invoice 3611497			
Cash Payment	E 61-4810-252 Beer for Resale	MIX PURCHASE	$268.00
Invoice 3611537			
Cash Payment	E 61-4810-254 Soft Drinks/Mix for Resale	MIX PURCHASE	$334.00
Invoice 3611576			
Cash Payment	E 61-4810-252 Beer for Resale	MIX PURCHASE	$230.00
Invoice 3647416			
Transaction Date	5/5/2021	Due 0 Northern State Bank 1010 **Total**	$1,431.00

Claim# 5586 *LARSON,LACY J* Ck# 084159 5/5/2021

Cash Payment	G 69-2025 Customer Deposits	AMT DUE CUSTOMER FROM DEPOSIT	$108.14
Invoice			
Cash Payment	E 69-4890-876 Customer Records & Collecti	AMT DUE CUSTOMER FROM INTEREST	$2.46
Invoice			
Transaction Date	5/5/2021	Due 0 Northern State Bank 1010 **Total**	$110.60

Claim# 5587 *MINNESOTA ENERGY GROUP-0000* Ck# 084160 5/5/2021

Cash Payment	E 10-4220-389 Utilities Expense	GAS METER READING APR	$122.24
Invoice MTR #20112406			

CITY OF THIEF RIVER FALLS

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May 2021

Cash Payment	E 10-4570-389 Utilities Expense	GAS METER READING APR		$212.24
Invoice MTR #749831				
Cash Payment	E 10-4560-389 Utilities Expense	GAS METER READING APR		$258.01
Invoice MTR #845377				
Cash Payment	E 10-4550-389 Utilities Expense	GAS METER READING APR		$242.77
Invoice MTR #20041829				
Transaction Date	5/5/2021	Due 0 Northern State Bank 1010	**Total**	$835.26
Claim#	5588 *POWERPLAN*	Ck# 084161 5/5/2021		
Cash Payment	E 69-4850-221 Equipment Maint & Repair	NOZZLE - RING O MATIC		$191.33
Invoice P2546809				
Transaction Date	5/5/2021	Due 0 Northern State Bank 1010	**Total**	$191.33
Claim#	5589 *SUNNY HILL DISTRIBUTORS INC*	Ck# 084162 5/5/2021		
Cash Payment	E 61-4810-251 Liquor for Resale	LIQUOR PURCHASE		$273.62
Invoice 362159				
Cash Payment	E 61-4810-254 Soft Drinks/Mix for Resale	MIX PURCHASE		$57.90
Invoice 362159				
Cash Payment	E 61-4810-261 Freight In (Liquor)	FREIGHT		$9.56
Invoice 362159				
Cash Payment	E 61-4810-251 Liquor for Resale	LIQUOR PURCHASE		$117.00
Invoice 356722				
Transaction Date	5/5/2021	Due 0 Northern State Bank 1010	**Total**	$458.08
Claim#	5590 *T R F CONVENTION & VISITORS*	Ck# 084163 5/5/2021		
Cash Payment	E 10-4670-303 Contracts Expense	LODGING TAX MAR		$10,309.97
Invoice				
Transaction Date	5/5/2021	Due 0 Northern State Bank 1010	**Total**	$10,309.97
	Claim Type		**Total**	**$77,110.21**

Pre-Written Checks	$77,110.21
Checks to be Generated by the Compute	$0.00
Total	$77,110.21

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00033 - 05/18/21 COUNCIL BILLS

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACE HARDWARE							
ACE HARDWARE	74152	05/12/2021	680-4840-62990	Misc. Operating Expense	PADLOCK - LIFT STN		11.96
ACE HARDWARE	74196	05/12/2021	620-4840-62990	Misc. Operating Expense	SAWZAL BLADE/BRACE		23.36
ACE HARDWARE	74412	05/12/2021	620-4840-62990	Misc. Operating Expense	GATE KEYS		15.95
ACE HARDWARE	74790	05/12/2021	100-4560-62230	Building Maint & Repair	TOILET TANK REPAIR PARTS		14.99
ACE HARDWARE	74796	05/12/2021	100-4560-62230	Building Maint & Repair	TOILET FLUSH VALVE		7.99
ACE HARDWARE	75251	05/12/2021	100-4194-62230	Building Maint & Repair	PAINT - DEPOT		37.97
ACE HARDWARE	75328	05/12/2021	100-4312-62230	Building Maint & Repair	DOOR CLOSER		74.99
ACE HARDWARE	75522	05/12/2021	690-4850-62350	Power Plant/Dam Maint	WEATHERSTRIP ADHESIVE		14.86
ACE HARDWARE	75829	05/12/2021	100-4194-62230	Building Maint & Repair	TOILET GASKET-WAX SEAL		18.98
ACE HARDWARE	75977	05/12/2021	100-4510-62240	Department Maint & Repair	CLEVIS'S		11.18
					Vendor ACE HARDWARE Total:		**232.23**
Vendor: ACME ELECTRIC COMPANIES							
ACME ELECTRIC COMPANIE	8669220	05/12/2021	690-4850-62210	Equipment Maint & Repair	MUFFLER - PLOW		403.19
ACME ELECTRIC COMPANIE	8679118	05/12/2021	620-4840-62400	Small Tools and Minor Equi	BENCH GRINDER		199.00
					Vendor ACME ELECTRIC COMPANIES Total:		**602.19**
Vendor: AIRGAS USA LLC							
AIRGAS USA LLC	9112221259	05/12/2021	100-4312-62240	Department Maint & Repair	60 AMP DRAG		41.90
AIRGAS USA LLC	9112423428	05/12/2021	100-4312-62990	Misc. Operating Expense	MIG WIRE		168.08
					Vendor AIRGAS USA LLC Total:		**209.98**
Vendor: AQUA PURE INC							
AQUA PURE INC	TRFMN2106	05/12/2021	620-4840-62160	Chemicals	CHEMICALS		8,267.28
					Vendor AQUA PURE INC Total:		**8,267.28**
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3469889	05/12/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		190.00
ARTISAN BEER COMPANY	3470476	05/12/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		416.45
					Vendor ARTISAN BEER COMPANY Total:		**606.45**
Vendor: B & B TRANSFORMERS INC							
B & B TRANSFORMERS INC	26779	05/12/2021	690-14100	Inventory - Materials	REBUILT TRANSFORMERS		12,484.00
					Vendor B & B TRANSFORMERS INC Total:		**12,484.00**
Vendor: BARR ENGINEERING CO							
BARR ENGINEERING CO	23571015.00-16	05/12/2021	690-4890-63110	Consulting Fees	PROF SERVICES - POWER PL		2,047.50
					Vendor BARR ENGINEERING CO Total:		**2,047.50**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
Vendor: BELLBOY CORP - LIQUOR						
BELLBOY CORP - LIQUOR	89002600	05/12/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE	25,245.00
					Vendor BELLBOY CORP - LIQUOR Total:	**25,245.00**
Vendor: BORDER STATES ELECTRIC SUPPLY						
BORDER STATES ELECTRIC S	921967017	05/12/2021	690-14100	Inventory - Materials	STREET LIGHT POLES	9,216.00
					Vendor BORDER STATES ELECTRIC SUPPLY Total:	**9,216.00**
Vendor: BRADY MARTZ & ASSOC PC INC						
BRADY MARTZ & ASSOC PC	37145-740163	05/12/2021	100-4670-62990	Misc. Operating Expense	FLEX FEE - APR	180.00
					Vendor BRADY MARTZ & ASSOC PC INC Total:	**180.00**
Vendor: BRIAN MOYER						
BRIAN MOYER	762	05/12/2021	100-4510-63030	Contracts Expense	STUMP GRINDING SERVICE	2,016.00
					Vendor BRIAN MOYER Total:	**2,016.00**
Vendor: CATCHALL UNDERGROUND SAFETY LL						
CATCHALL UNDERGROUND	00040	05/12/2021	690-4890-62630	Garden Valley Fiber Project	GARDEN VALLEY PRJ - 3 TEC	5,268.88
					Vendor CATCHALL UNDERGROUND SAFETY LL Total:	**5,268.88**
Vendor: CIDER MILL						
CIDER MILL	006	05/12/2021	100-4510-62240	Department Maint & Repair	SHRUBS/PERENNIALS - PAR	1,047.00
					Vendor CIDER MILL Total:	**1,047.00**
Vendor: DWIGHT TANGQUIST						
DWIGHT TANGQUIST	APR 2021	05/13/2021	610-4810-62590	Misc. Mdse for Resale	BEER GLASSES	33.75
DWIGHT TANGQUIST	APR 2021	05/13/2021	610-4840-62140	Off Sale Supplies	BAGS	1,070.25
					Vendor DWIGHT TANGQUIST Total:	**1,104.00**
Vendor: EAZY PACK N SHIP						
EAZY PACK N SHIP	4611	05/12/2021	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE	100.64
EAZY PACK N SHIP	4680	05/12/2021	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE	100.64
EAZY PACK N SHIP	4698	05/12/2021	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE	100.64
EAZY PACK N SHIP	4790	05/12/2021	680-4840-62170	Field Supplies	SHIPPING CHARGES - WW S	17.68
					Vendor EAZY PACK N SHIP Total:	**319.60**
Vendor: ELECTRIC PUMP INC (MN)						
ELECTRIC PUMP INC (MN)	70780	05/12/2021	680-4850-62230	Building Maint & Repair	HATCH - LIFT #9	976.23
					Vendor ELECTRIC PUMP INC (MN) Total:	**976.23**
Vendor: EVANS SCRAP AND STEEL INC						
EVANS SCRAP AND STEEL IN	235471	05/12/2021	670-4850-62210	Equipment Maint & Repair	MATERIALS - MAGNET HOIS	96.50
EVANS SCRAP AND STEEL IN	235507	05/12/2021	100-4312-62210	Equipment Maint & Repair	MATERIALS - ROLLER	115.95
EVANS SCRAP AND STEEL IN	235544	05/12/2021	690-4840-62990	Misc. Operating Expense	PIPE	7.50
					Vendor EVANS SCRAP AND STEEL INC Total:	**219.95**
Vendor: FALLS TOWING LLC						
FALLS TOWING LLC	13092	05/12/2021	100-4210-62990	Misc. Operating Expense	TOWING CHARGES	125.00
					Vendor FALLS TOWING LLC Total:	**125.00**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: FLEET SUPPLY							
FLEET SUPPLY	107444	05/12/2021	670-4850-62210	Equipment Maint & Repair	TIRE - MAGNET CART		49.98
FLEET SUPPLY	107668	05/12/2021	100-4312-62240	Department Maint & Repair	WHEEL DRESSER		24.99
FLEET SUPPLY	107775	05/12/2021	100-4312-62210	Equipment Maint & Repair	SPRAY PAINT - PACKER		26.52
FLEET SUPPLY	1721	05/12/2021	690-4840-62880	Personal Protective Equipm	FR PPE SKIBICKI - JEANS/SHI		263.14
FLEET SUPPLY	1862	05/12/2021	680-4840-62880	Personal Protective Equipm	COATED GLOVES - JETTING		13.74
FLEET SUPPLY	1874	05/12/2021	690-4840-62880	Personal Protective Equipm	FR PPE HALL - JEAN/SHIRT		159.76
						Vendor FLEET SUPPLY Total:	**538.13**
Vendor: GARRETT E AARON							
GARRETT E AARON	INV0000022	05/12/2021	690-20250	Customer Deposits	AMT DUE CUSTOMER FRO		127.20
						Vendor GARRETT E AARON Total:	**127.20**
Vendor: GOPHER STATE ONE CALL							
GOPHER STATE ONE CALL	1040781	05/12/2021	690-4850-62360	Distribution Maint	BILLABLE LOCATES - APR		373.95
						Vendor GOPHER STATE ONE CALL Total:	**373.95**
Vendor: GRAYMONT WESTERN CANADA INC							
GRAYMONT WESTERN CAN	360897	05/12/2021	620-4840-62160	Chemicals	BULK PEBBLED QUICKLIME		7,244.08
						Vendor GRAYMONT WESTERN CANADA INC Total:	**7,244.08**
Vendor: GUARDIAN PEST SOLUTIONS INC							
GUARDIAN PEST SOLUTION	2235361	05/12/2021	690-4890-63030	Contracts Expense	RODENT CONTROL PRGM -		50.00
						Vendor GUARDIAN PEST SOLUTIONS INC Total:	**50.00**
Vendor: IHLE SPARBY AND HAASE PA							
IHLE SPARBY AND HAASE PA	1194	05/12/2021	100-4160-63040	Legal Fees	CONTRACT SERVICES APR		2,450.00
IHLE SPARBY AND HAASE PA	1195	05/12/2021	100-4160-63040	Legal Fees	CRIMINLA CASES - APR		4,945.00
						Vendor IHLE SPARBY AND HAASE PA Total:	**7,395.00**
Vendor: INNOVATIVE OFFICE SOLUTIONS LL							
INNOVATIVE OFFICE SOLUTI	3313331	05/12/2021	100-4150-62010	Office Supplies	TONER/STAPLES/PENS		197.36
INNOVATIVE OFFICE SOLUTI	3313331	05/12/2021	100-4650-62010	Office Supplies	TONER/STAPLES/PENS		13.86
INNOVATIVE OFFICE SOLUTI	3313331	05/12/2021	100-4670-62010	Office Supplies	TONER/STAPLES/PENS		7.67
INNOVATIVE OFFICE SOLUTI	3321055	05/12/2021	100-4670-62010	Office Supplies	CORR TAPE/HILIGHTERS/SCI		78.71
INNOVATIVE OFFICE SOLUTI	3335311	05/12/2021	100-4150-62010	Office Supplies	BINDERS/PENS		16.00
INNOVATIVE OFFICE SOLUTI	3335311	05/12/2021	100-4670-62010	Office Supplies	BINDERS/PENS		29.52
						Vendor INNOVATIVE OFFICE SOLUTIONS LL Total:	**343.12**
Vendor: JEFFREY A OLSON							
JEFFREY A OLSON	1610i	05/12/2021	690-4840-62990	Misc. Operating Expense	12 YARDS BLACK DIRST		228.00
						Vendor JEFFREY A OLSON Total:	**228.00**
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU	1788508	05/12/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,428.36
JOHNSON BROTHERS LIQU	1788509	05/12/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		5,744.75
JOHNSON BROTHERS LIQU	1788510	05/12/2021	610-4810-62540	Soft Drinks/Mix for Resale	610481062540		233.00
						Vendor JOHNSON BROTHERS LIQUOR Total:	**7,406.11**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
Vendor: KODRU-MOONEY						
KODRU-MOONEY	20044	05/12/2021	620-4850-62220	Plant Equip Maint & Repair	INTAKE PUMP CHECK VALVE	3,215.84
					Vendor KODRU-MOONEY Total:	**3,215.84**
Vendor: LEAGUE OF MN CITIES INS TRUST						
LEAGUE OF MN CITIES INS T	40002657-5	05/12/2021	100-4670-63610	Insurance Expense	W/C ADJUSTMENT 20/21	4,141.00
					Vendor LEAGUE OF MN CITIES INS TRUST Total:	**4,141.00**
Vendor: MARCO TECHNOLOGIES LLC						
MARCO TECHNOLOGIES LLC	8682833	05/12/2021	690-4890-63030	Contracts Expense	COPIER LEASE - APR	74.07
MARCO TECHNOLOGIES LLC	8686862	05/12/2021	100-4150-62010	Office Supplies	STAPLES - NEW KONICA CO	195.04
					Vendor MARCO TECHNOLOGIES LLC Total:	**269.11**
Vendor: MORRIS ELECTRONICS INC						
MORRIS ELECTRONICS INC	20162195	05/12/2021	100-4192-63020	Computer Maintenance & li	SERVICE DAY	1,170.00
					Vendor MORRIS ELECTRONICS INC Total:	**1,170.00**
Vendor: MPOWER TECHNOLOGIES INC						
MPOWER TECHNOLOGIES I	4349	05/12/2021	690-4890-63030	Contracts Expense	METER IMPORT/SUPPORT	3,000.00
					Vendor MPOWER TECHNOLOGIES INC Total:	**3,000.00**
Vendor: N A P A AUTO PARTS THF RVR FL						
N A P A AUTO PARTS THF R	700371	05/12/2021	100-4510-62210	Equipment Maint & Repair	LOCKNUT/SCREW	8.56
N A P A AUTO PARTS THF R	700516	05/12/2021	100-4312-62210	Equipment Maint & Repair	BATTERIES (3)	381.81
N A P A AUTO PARTS THF R	700696	05/13/2021	100-4312-62240	Department Maint & Repair	BRUSH/CRIMPER	14.49
N A P A AUTO PARTS THF R	700992	05/12/2021	100-4312-62210	Equipment Maint & Repair	BRAKE CHAMBER	47.49
N A P A AUTO PARTS THF R	701062	05/12/2021	690-4850-62360	Distribution Maint	POWERATED BELT - SIREN N	12.17
N A P A AUTO PARTS THF R	701261	05/12/2021	690-4850-62210	Equipment Maint & Repair	12V BATTERY - UNIT #152 T	27.99
					Vendor N A P A AUTO PARTS THF RVR FL Total:	**492.51**
Vendor: NORTHDALE OIL INC						
NORTHDALE OIL INC	8775	05/12/2021	100-4210-62990	Misc. Operating Expense	CAR WASHES	159.99
					Vendor NORTHDALE OIL INC Total:	**159.99**
Vendor: NORTHERN MUNICIPAL POWER AGNCY						
NORTHERN MUNICIPAL PO	APPA2021TRF	05/12/2021	690-4890-64330	Dues and Subscriptions	APPA MEMBERSHIP DUES -	8,895.31
					Vendor NORTHERN MUNICIPAL POWER AGNCY Total:	**8,895.31**
Vendor: NORTHERN STATE BANK						
NORTHERN STATE BANK	MAY 2021	05/12/2021	100-4150-63030	Contracts Expense	MONTHLY SERVICE CHARGE	301.92
					Vendor NORTHERN STATE BANK Total:	**301.92**
Vendor: NORTHWEST POWER SYSTEMS INC						
NORTHWEST POWER SYSTE	305897	05/12/2021	680-4850-62210	Equipment Maint & Repair	4" PUMP HOSE	106.70
NORTHWEST POWER SYSTE	306833	05/12/2021	100-4312-62210	Equipment Maint & Repair	GUNIE AUTO SLACK	71.10
NORTHWEST POWER SYSTE	306963	05/12/2021	100-4220-62210	Equipment Maint & Repair	SWIVEL	87.98
					Vendor NORTHWEST POWER SYSTEMS INC Total:	**265.78**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
Vendor: OLSEN CHAIN & CABLE INC						
OLSEN CHAIN & CABLE INC	68750	05/12/2021	690-4850-62350	Power Plant/Dam Maint	CRANE INSPECTION - POWE	1,845.00
					Vendor OLSEN CHAIN & CABLE INC Total:	**1,845.00**
Vendor: O'REILLY AUTOMOTIVE INC						
O'REILLY AUTOMOTIVE INC	1519-268059	05/12/2021	100-4210-62990	Misc. Operating Expense	100421062990	1.88
					Vendor O'REILLY AUTOMOTIVE INC Total:	**1.88**
Vendor: PENNINGTON CO HUMANE SOCIETY						
PENNINGTON CO HUMANE	MAY 2021	05/12/2021	100-4210-63100	Animal Control	ANIMAL CONTROL SERVICE	1,400.00
					Vendor PENNINGTON CO HUMANE SOCIETY Total:	**1,400.00**
Vendor: PHILLIPS WINE & SPIRITS						
PHILLIPS WINE & SPIRITS	6194742	05/13/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE	7,230.30
PHILLIPS WINE & SPIRITS	6194743	05/13/2021	610-4810-62530	Wine for Resale	WINE PURCHASE	106.00
					Vendor PHILLIPS WINE & SPIRITS Total:	**7,336.30**
Vendor: SAFARILAND, LLC						
SAFARILAND, LLC	75959	05/13/2021	100-4210-63320	Training Expense	REG FEE - LESS LETHAL TRN	1,790.00
					Vendor SAFARILAND, LLC Total:	**1,790.00**
Vendor: SJOBERG'S CABLE TV						
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	100-4192-63020	Computer Maintenance & li	MONTHLY SERVICE MAY	56.95
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	100-4192-63020	Computer Maintenance & li	MONTHLY SERVICE MAY	225.00
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	100-4220-63020	Computer Maintenance & li	MONTHLY SERVICE MAY	49.95
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	100-4312-63020	Computer Maintenance & li	MONTHLY SERVICE MAY	56.95
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	100-4510-63210	Communication Expense	MONTHLY SERVICE MAY	104.50
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	100-4560-63210	Communication Expense	MONTHLY SERVICE MAY	40.54
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	610-4890-63020	Computer Maintenance & li	MONTHLY SERVICE MAY	56.95
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	620-4830-63210	Communication Expense	MONTHLY SERVICE MAY	25.99
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	620-4890-63020	Computer Maintenance & li	MONTHLY SERVICE MAY	49.95
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	630-4830-63210	Communication Expense	MONTHLY SERVICE MAY	89.95
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	630-4830-63210	Communication Expense	MONTHLY SERVICE MAY	96.35
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	630-4830-63210	Communication Expense	MONTHLY SERVICE MAY	89.95
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	680-4830-63210	Communication Expense	MONTHLY SERVICE MAY	85.50
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	680-4830-63210	Communication Expense	MONTHLY SERVICE MAY	475.00
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	690-4830-63210	Communication Expense	MONTHLY SERVICE MAY	35.05
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	690-4830-63210	Communication Expense	MONTHLY SERVICE MAY	142.50
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	690-4830-63210	Communication Expense	MONTHLY SERVICE MAY	142.50
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	690-4890-63020	Computer Maintenance & li	MONTHLY SERVICE MAY	88.57
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	690-4890-63020	Computer Maintenance & li	MONTHLY SERVICE MAY	40.00
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	690-4890-63020	Computer Maintenance & li	MONTHLY SERVICE MAY	225.00
SJOBERG'S CABLE TV	MAY 2021	05/13/2021	690-4890-63020	Computer Maintenance & li	MONTHLY SERVICE MAY	49.95
					Vendor SJOBERG'S CABLE TV Total:	**2,227.10**
Vendor: SOUTHERN GLAZERS OF MN						
SOUTHERN GLAZERS OF M	2071623	05/13/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE	539.96

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
SOUTHERN GLAZERS OF M	2072942	05/13/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE	9,183.38
					Vendor SOUTHERN GLAZERS OF MN Total:	**9,723.34**
Vendor: STONES MOBILE RADIO INC						
STONES MOBILE RADIO INC	2043018	05/13/2021	690-4850-62210	Equipment Maint & Repair	RADIO REPAIRS	2,699.08
					Vendor STONES MOBILE RADIO INC Total:	**2,699.08**
Vendor: TRF HARDWARE						
TRF HARDWARE	22076800	05/13/2021	620-4850-62230	Building Maint & Repair	MTRLS - GENERATOR HOOK	6.48
TRF HARDWARE	22076977	05/13/2021	100-4220-62990	Misc. Operating Expense	BROOM HANDLE	16.97
TRF HARDWARE	22077339	05/13/2021	670-4850-62200	System Expense	SPRAY PAINT - LIFT MANHO	7.99
TRF HARDWARE	22077570	05/13/2021	100-4510-62230	Building Maint & Repair	MICROWAVE - BREAK ROO	139.99
TRF HARDWARE	22077902	05/13/2021	100-4510-62240	Department Maint & Repair	JOBES TREE SPIKES	126.40
TRF HARDWARE	22078323	05/13/2021	100-4510-62240	Department Maint & Repair	PAINT ROLLERS	11.99
TRF HARDWARE	22078382	05/13/2021	100-4510-62240	Department Maint & Repair	PAINT - DOCK	47.98
TRF HARDWARE	22078512	05/13/2021	100-4220-62990	Misc. Operating Expense	ALUM BRITE - DRAIN RPR	7.99
TRF HARDWARE	22078514	05/13/2021	680-4840-62170	Field Supplies	PACKING TAPE	8.98
TRF HARDWARE	22079806	05/13/2021	690-4840-62010	Office Supplies	COFFEE URN	59.99
TRF HARDWARE	22080387	05/13/2021	620-4840-62990	Misc. Operating Expense	DRILL BITS/SLEDGE HAMME	55.99
TRF HARDWARE	22080398	05/13/2021	690-4840-62990	Misc. Operating Expense	UTILITY KNIFE/CPLG/ELBO	17.52
TRF HARDWARE	22080601	05/13/2021	100-4510-62240	Department Maint & Repair	PRUNER	37.98
TRF HARDWARE	22080775	05/13/2021	100-4510-62240	Department Maint & Repair	FIBERGLASS RAKE	15.99
TRF HARDWARE	22080798	05/13/2021	100-4510-62210	Equipment Maint & Repair	HITCH	67.16
TRF HARDWARE	22080828	05/13/2021	100-4510-62240	Department Maint & Repair	HOSE SHUT OFF	6.49
TRF HARDWARE	22080950	05/13/2021	620-4850-62200	System Expense	GALV NIPPLE	7.49
TRF HARDWARE	22080988	05/13/2021	100-4510-62230	Building Maint & Repair	TOGGLE SWITCH - LIONS PA	8.99
					Vendor TRF HARDWARE Total:	**652.37**
Vendor: TRF PIZZA HUT						
TRF PIZZA HUT	5	05/13/2021	100-4670-64400	Travel, Conference, School	CITY COUNCIL COMMITTEE	145.67
					Vendor TRF PIZZA HUT Total:	**145.67**
Vendor: TRF RADIO						
TRF RADIO	28305-1	05/13/2021	100-4650-63590	Printing & Publications	RADIO ADVERTISING - PW	50.00
TRF RADIO	28305-1	05/13/2021	690-4890-63590	Printing & Publications	RADIO ADVERTISING - J ELE	50.00
TRF RADIO	28315-1	05/13/2021	100-4650-63590	Printing & Publications	RADIO ADVERTISING - PW D	100.00
					Vendor TRF RADIO Total:	**200.00**
Vendor: TYLER TECHNOLOGIES INC						
TYLER TECHNOLOGIES INC	025-331889	05/13/2021	500-4680-65900	Work in Process-Constructi	UB CONVERSION ANALYSIS	1,170.00
TYLER TECHNOLOGIES INC	025-332248	05/13/2021	100-4192-63610	Insurance Expense	DATA PULL REWORK - CYBE	65.00
TYLER TECHNOLOGIES INC	025-332248	05/13/2021	500-4680-65900	Work in Process-Constructi	UB CONVERSION ANALYSIS	2,210.00
					Vendor TYLER TECHNOLOGIES INC Total:	**3,445.00**
Vendor: ULINE						
ULINE	132998730	05/13/2021	690-4840-62990	Misc. Operating Expense	URINAL SCREENS/LATEXX G	410.48
					Vendor ULINE Total:	**410.48**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
Vendor: VENUWORKS OF THIEF RIVER FALLS						
VENUWORKS OF THIEF RIVE	211.761 APR	05/13/2021	630-4840-62990	Misc. Operating Expense	CREDIT CARD RECEIPTS AP	1,168.00
					Vendor VENUWORKS OF THIEF RIVER FALLS Total:	**1,168.00**
Vendor: WASTE MASTERS LLC						
WASTE MASTERS LLC	125	05/13/2021	100-4315-63030	Contracts Expense	GARBAGE TIPPING FEES - A	22,955.63
WASTE MASTERS LLC	14X00253	05/13/2021	100-4315-63030	Contracts Expense	APR 2021 - APARTMENT CO	187.50
					Vendor WASTE MASTERS LLC Total:	**23,143.13**
Vendor: WESTSIDE MOTORS OF TRF INC						
WESTSIDE MOTORS OF TRF	12947	05/13/2021	100-4210-62120	Gas-Oil-Lube	OIL CHANGE - 2020 DODGE	63.23
					Vendor WESTSIDE MOTORS OF TRF INC Total:	**63.23**
Vendor: YVONNE PEDERSON						
YVONNE PEDERSON	JUN 2021	05/12/2021	810-4820-61500	Annuity Payments	POLICE PENSION - JUNE 202	990.89
					Vendor YVONNE PEDERSON Total:	**990.89**
					Grand Total:	**173,025.81**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		46,009.77
500 - 2019 SOFTWARE PROJECT		3,380.00
610 - LIQUOR DISPENSARY		51,478.15
620 - WATER UTILITY FUND		19,413.33
630 - ARENAS - VENUWORKS		1,444.25
670 - STORM WATER UTILITY FUND		154.47
680 - WASTEWATER UTILITY FUND		1,695.79
690 - ELECTRIC UTILITY FUND		48,459.16
810 - POLICE RELIEF ASSOCIATION		990.89
	Grand Total:	**173,025.81**

Account Summary

Account Number	Account Name	Expense Amount
100-4150-62010	Office Supplies	408.40
100-4150-63030	Contracts Expense	301.92
100-4160-63040	Legal Fees	7,395.00
100-4192-63020	Computer Maintenance	1,451.95
100-4192-63610	Insurance Expense	65.00
100-4194-62230	Building Maint & Repair	56.95
100-4210-62120	Gas-Oil-Lube	63.23
100-4210-62990	Misc. Operating Expense	286.87
100-4210-63100	Animal Control	1,400.00
100-4210-63320	Training Expense	1,790.00
100-4220-62210	Equipment Maint & Rep	87.98
100-4220-62990	Misc. Operating Expense	24.96
100-4220-63020	Computer Maintenance	49.95
100-4312-62210	Equipment Maint & Rep	642.87
100-4312-62230	Building Maint & Repair	74.99
100-4312-62240	Department Maint & Re	81.38
100-4312-62990	Misc. Operating Expense	168.08
100-4312-63020	Computer Maintenance	56.95
100-4315-63030	Contracts Expense	23,143.13
100-4510-62210	Equipment Maint & Rep	75.72
100-4510-62230	Building Maint & Repair	148.98
100-4510-62240	Department Maint & Re	1,305.01
100-4510-63030	Contracts Expense	2,016.00
100-4510-63210	Communication Expense	104.50
100-4560-62230	Building Maint & Repair	22.98
100-4560-63210	Communication Expense	40.54
100-4650-62010	Office Supplies	13.86
100-4650-63590	Printing & Publications	150.00
100-4670-62010	Office Supplies	115.90

Account Summary

Account Number	Account Name	Expense Amount
100-4670-62990	Misc. Operating Expense	180.00
100-4670-63610	Insurance Expense	4,141.00
100-4670-64400	Travel, Conference, Scho	145.67
500-4680-65900	Work in Process-Constru	3,380.00
610-4810-62510	Liquor for Resale	43,627.00
610-4810-62520	Beer for Resale	606.45
610-4810-62530	Wine for Resale	5,850.75
610-4810-62540	Soft Drinks/Mix for Resal	233.00
610-4810-62590	Misc. Mdse for Resale	33.75
610-4840-62140	Off Sale Supplies	1,070.25
610-4890-63020	Computer Maintenance	56.95
620-4830-63210	Communication Expense	25.99
620-4840-62160	Chemicals	15,511.36
620-4840-62170	Field Supplies	301.92
620-4840-62400	Small Tools and Minor E	199.00
620-4840-62990	Misc. Operating Expense	95.30
620-4850-62200	System Expense	7.49
620-4850-62220	Plant Equip Maint & Rep	3,215.84
620-4850-62230	Building Maint & Repair	6.48
620-4890-63020	Computer Maintenance	49.95
630-4830-63210	Communication Expense	276.25
630-4840-62990	Misc. Operating Expense	1,168.00
670-4850-62200	System Expense	7.99
670-4850-62210	Equipment Maint & Rep	146.48
680-4830-63210	Communication Expense	560.50
680-4840-62170	Field Supplies	26.66
680-4840-62880	Personal Protective Equi	13.74
680-4840-62990	Misc. Operating Expense	11.96
680-4850-62210	Equipment Maint & Rep	106.70
680-4850-62230	Building Maint & Repair	976.23
690-14100	Inventory - Materials	21,700.00
690-20250	Customer Deposits	127.20
690-4830-63210	Communication Expense	320.05
690-4840-62010	Office Supplies	59.99
690-4840-62880	Personal Protective Equi	422.90
690-4840-62990	Misc. Operating Expense	663.50
690-4850-62210	Equipment Maint & Rep	3,130.26
690-4850-62350	Power Plant/Dam Maint	1,859.86
690-4850-62360	Distribution Maint	386.12
690-4890-62630	Garden Valley Fiber Proj	5,268.88
690-4890-63020	Computer Maintenance	403.52
690-4890-63030	Contracts Expense	3,124.07

Account Summary

Account Number	Account Name	Expense Amount
690-4890-63110	Consulting Fees	2,047.50
690-4890-63590	Printing & Publications	50.00
690-4890-64330	Dues and Subscriptions	8,895.31
810-4820-61500	Annuity Payments	990.89
	Grand Total:	**173,025.81**

Project Account Summary

Project Account Key		Expense Amount
None		173,025.81
	Grand Total:	**173,025.81**

COUNCIL PER DIEM **TO BE PAID ON 05/20/21 PAYROLL**
Presented 05/18/2021 Council Meeting

Steven Narverud April 2021

04/08/21	Long Range Planning	1 hour	Council Chambers	$32.50	
04/12/21	Public Safety	2 hours	Council Chambers	$32.50	
04/13/21	Planning & Zoning	1.5 hours	Council Chambers	$32.50	
04/14/21	Public Works	2 hours	Council Chambers	$32.50	
04/21/21	Advance Thief River	1 hour	Zoom	$32.50	
04/29/21	Interview PW Director	1.5 hours	Council Chambers	$32.50	
					$195.00

Curt Howe April 2021

04/06/21	Airport Land Rental	9am - 10am	Airport	$32.50	
04/13/21	CVB	12pm- 1pm	Zoom	$32.50	
04/13/21	Admin Services	3:00 -4:15	Council Chambers	$32.50	
04/14/21	MEC	7:30am - 8:15	Council Chambers	$32.50	
04/14/21	Public Works	4:30 - 7:15pm	Council Chambers	$32.50	
04/19/21	Airport Funding Mtg	3:30 - 4:300pm	Airport	$32.50	
04/21/21	Airport Mtg	7:30 -- 9:15	Justice Center	$32.50	
04/23/21	Pre Const Mtg Garden Valley	11am - 12:00	Old RV Building	$32.50	
04/27/21	Comm of Whole	5:30pm - 6:45pm	Council Chambers	$32.50	
04/29/21	Public Works Dir Intrviews	9:00am - 10:30 am	Council Chambers	$32.50	
					$325.00

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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www.citytrf.net

Request for Council Action

DATE: 5/18/2021

SUBJECT: Approval to appoint Dale Narlock as Director and Brian Jacobson as Advisor to the NMPA Board of Directors

RECOMMENDATION:

MOTION TO: To accept the Utilities Committee recommendation to appoint Dale Narlock as Director and Brian Jacobson as Advisor to the Northern Municipal Power Agency Board of Directors. Terms effective May 1, 2021 through April 30, 2022.

BACKGROUND: The City of Thief River Falls is a member of the Northern Municipal Power Agency. Each of the twelve members of the Agency appoints a Director and Advisor as a member of the NMPA Board of Directors.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: None.

LEGAL CONSIDERATION: None.

DEPARTMENT/RESPONSIBLE PERSON: Dale Narlock, Electric Superintendent

ATTACHMENTS:
None

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Request for Council Action

DATE: 5/18/2021

SUBJECT: Rescinding COVID 19 Resolution Number 03-55-20

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

MOTION TO: Approve the City Council of the City of Thief River Falls, Minnesota, that Resolution Number 02-20 Declaring a Local Emergency is hereby rescinded effective June 1, 2021.

BACKGROUND: On March 17, 2020 the City Council adopted Resolution Number 03-55-20 declaring a local emergency due to COVID-19.

The City of Thief River Falls is able to make accommodations to enable it to conduct its affairs in a safe manner.

KEY ISSUES: The City of Thief River Falls no longer needs emergency powers to operate effectively and efficiently.

FINANCIAL CONSIDERATIONS: None.

LEGAL CONSIDERATION: None.

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:
None

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Request for Council Action

DATE: 5/18/2021

SUBJECT: Tractor Mowing

RECOMMENDATION: It is respectfully requested that the Council consider the following Public Works Committee recommendation:

MOTION TO: Approve releasing Ashton's Mowing Service for services to be provided from May 17, 2021 to December 30, 2022 and award the remainder of the contract to the second bidder, Les Cota in the amount of $80.00/hour.

BACKGROUND: The City of Thief River Falls has contracts for mowing residential yards as per city code and tractor mowing for larger parcels, including wastewater ponds, lime ponds, ditches, right of ways and other parcels. These services were bid earlier this year in preparation for the growing season.

KEY ISSUES: The tractor mowing category was awarded to Ashton's Mowing Service for a two-year contract. The owner feels he may be unable to fulfill this contract due to the recent expansion of his business. He has requested to be released from the contract. Les Cota is available to accept this work and fulfill the remainder of the contract. Les has held this contract for numerous years, has good equipment, is very reliable, and does great work.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION: Les Cota is $5.00/hour higher than Ashton's Mowing service but has larger equipment and will not result in additional expense to the city.

DEPARTMENT/RESPONSIBLE PERSON: Mark Borseth, Public Works Director.

ATTACHMENTS:
None

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Request for Council Action

DATE: 5/18/2021

SUBJECT: Greenwood Cemetery Rules and Regulations

RECOMMENDATION: It is respectfully requested the City Council consider the following Public Works Committee recommendation:

MOTION TO: Approve Greenwood Cemetery Rules and Regulations.

BACKGROUND: The City of Thief River Falls operates the Greenwood Cemetery through the Public Works Department. There are rules and regulations in place to regulate the purchase of lots, lot improvements, perpetual care, removal of items, monuments and markers, urns and containers and general rules and conduct.

KEY ISSUES: These rules and regulations are reviewed periodically to address situations that arise and circumstances that have changed or came up since the last review. These regulations were last adopted in 2017.

FINANCIAL CONSIDERATIONS: None.

LEGAL CONSIDERATION: None.

DEPARTMENT/RESPONSIBLE PERSON: Mark Borseth, Public Works Director

ATTACHMENTS:

1.	Greenwood Cemetery Rules

RULES AND REGULATIONS OF GREENWOOD CEMETERY THIEF RIVER FALLS, MINNESOTA June 1, 2021

GENERAL

The City of Thief River Falls controls, manages and operates the area platted as Greenwood Cemetery as set forth herein.

Duties of Cemetery Technician

The City Council shall appoint a Cemetery Technician who shall prepare and recommend to the Council all rules and regulations for the care, maintenance, management, and operation of the City Cemetery. When duly adopted by the Council, the Technician shall enforce the rules and regulations. In addition, the Technician shall keep a register of all interments, disinterments, and reinterments.

Hours of Operation

The cemetery is open 24 hours per day, seven days per week. The cemetery shall be staffed Monday through Friday, except legal holidays, from April 15 – November 15. For information on cemetery rates, location of grave sites or other information pertaining to the cemetery, the public may contact the Cemetery Technician.

LOT PURCHASES

Persons desiring to purchase lots should contact the Cemetery Technician at (218) 689-3890. The Cemetery Technician will aid them in making a selection. Payments for the same shall be made to the City of Thief River Falls. Price lists are available on the City's website or at the Cemetery.

- Upon full payment of the purchase price of a site, the City Administrator shall issue a Cemetery Deed conveying the lots, said Deed to be executed by the Mayor and City Administrator and recorded in the records of the City.

- It is the duty of the lot owners to notify the Cemetery Technician of any changes to their address.

- Notice sent to lot owner at the last known address on file with the Cemetery Technician shall be sufficient and proper notice.

*Note: Lot owner means person owning burial rights for such cemetery burial site.

LOT IMPROVEMENTS

- **Decorations**: No person, including lot owners, shall place any objects (i.e. toys, memorabilia,etc.) on lots unless within the concrete monument base or on the monument.
- **Shepard Hooks:** Shepard hooks are discouraged unless you have a hole in the concrete base of the monument or mount it on either the front or the back of the monument abutting the monument base. Shepard hook limit is one per upright headstone. Shepard hooks not mounted within the monument base (i.e., in the grass) must be removed by September 15th of each year.

- **Fences:** No person is permitted to erect fences or hedges on or around any lot.

- **Grading:** All lots shall be level in a mowable condition. No lot shall be raised above surrounding ground to inhibit maintenance (mowing and trimming).

- **Artificial Flowers:** Artificial flowers are permitted on lots through the Wednesday following Father's Day. Artificial flowers placed in vases which are incorporated as part of the headstone or incorporated within the monument foundation are allowed throughout the year as long as they are well maintained and do not interfere with maintenance (mowing and trimming). Artificial flowers which are faded and not well maintained will be discarded.

- **Live flowers and annual plants**: Annual plantings are allowed prior to September 15th in the front or back of monuments (not on sides). Live flowers planted in the ground must be maintained in an attractive manner free from weeds and not hinder maintenance (mowing and trimming). Live plants planted in containers are allowed if placed on the foundation of an upright monument as to not interfere with maintenance (mowing and trimming). Owners are responsible to remove live plantings prior to September 15th of each year. Plantings that are not highly maintained will be removed without notice.

- **Solar Lights:** Solar lights are allowed and must be on or within the concrete foundation in front or back of the monument so as to not hinder maintenance (mowing or trimming).

- **Perennials:** No perennials are allowed to be planted.

- **Trees:** No planting of trees, shrubs, hedges, or perennials is allowed on any lots. If you would like to plant a memorial tree or shrub, the Cemetery Technician may recommend a spot for it elsewhere on the cemetery grounds.

- **Wood chips, Landscape Rock, Bricks and Pavers:** No wood chips, landscape rocks, bricks, edging or pavers are allowed.

- **General Grounds:** The Cemetery Technician reserves the right to remove or alter any existing tree, shrub, vine or memorabilia which may become unsightly, dangerous, not in keeping with the landscaping of the cemetery or hinders maintenance (mowing and trimming).

  Transfer of Sites. No cemetery sites may be sold or otherwise disposed of, except by will or operation of law, without the approval of the City. The City retains the first option to repurchase a cemetery site at fifty percent (50%) of the current lot price. The City may use any of its funds for such repurchase and may hold such lot, or again sell and convey the same. Any lot not occupied within 100 years of purchase will revert back to the City with no payment to owner of lot retroactive from date of adoption.
- **Interments:** All interments in sites shall be restricted to members of the immediate family of the site owner unless permission in writing is first received from a site owner, which written permission shall accompany all requests to bury the bodies of persons not members of the immediate family in said site. Site owners may not allow interment to be made on their sites for compensation. . Sites may not be subdivided, except that in the case of cremation, two (2) burial urns may be placed on one grave site, or one burial urn may be

placed on a grave site where a casket has been placed, nor shall the remains of more than one person be interred in any one site except where in compliance with applicable state statutes. All excavations shall be made under the direction of the Cemetery Technician It shall be the responsibility of the site owners and/or Funeral Director handling the said funeral to make all necessary arrangements for excavations. All interments must be made in accordance with all laws, ordinances, rules and regulations of the City of Thief River Falls, the State of Minnesota, or any other regulatory agency thereof.

- **Burials:** All burials including traditional caskets or urns shall require an outer burial container (vault). Wood shall not be permitted, but material such as concrete and fiberglass shall be acceptable.

- **Disinterments**. Written permission of the site owner and the next of kin shall be filed with the City Administrator and all laws or regulations of the State of Minnesota or any other agency having jurisdiction over disinterment must be complied with prior to any disinterment within Greenwood Cemetery. For disinterment to a cemetery other than Greenwood, in addition to the above, the State of Minnesota must be notified in writing as well, so the change can be made to the death certificate. This provision does not apply when disinterment is ordered by a duly authorized public authority.

PERPETUAL CARE

- Perpetual care includes cutting grass, raking leaves, lot grading and general maintenance of lots.. Perpetual care does not include the watering of trees, shrubs, flowers or plants in urns or containers.

- 20% of the lot purchase price will be designated for perpetual care. The perpetual care funds shall be credited to the Greenwood Cemetery fund; monies earned by the fund shall be used for the maintenance and perpetual care of the site.

- All income received from the City from the perpetual care fund shall be used solely for the purpose of defraying the cost of caring for, maintaining and improving the cemetery sites. Any income so received in excess of the amount necessary to pay for the care and beautification of the sites or any income not spent in any year for this purpose shall remain in the perpetual care fund.

REMOVAL POLICY

- Decorations, plantings, shepherd hooks, solar lights or objects that are not permitted, deemed inappropriate or have deteriorated, will be removed and discarded without notice.

- Some removals perceived to have monetary value by the Cemetery Technician will be tagged, dated, and saved for 60 days allowing someone to retrieve then. After that time, the items will be disposed. No notification will be given in advance of disposal of items once that time has lapsed.

MONUMENTS AND GRAVE MARKERS

- Monuments or markers constructed of any material other than stone or bronze will not be allowed. No monuments or markers may be constructed of limestone, sandstone, or any artificial material that will not assure relative permanency.

- All structures, to ensure sufficient support, must have foundations built on solid masonry of a depth and size deemed proper by the City of Thief River Falls. The Cemetery Technician shall have the power to stop all work not done in conformity to these rules. Foundations must be set level with the sod and be cut so as to go into the ground not less than four inches or more than eight inches. An apron of at least six (6) inches in width shall be placed around said marker or monument, which shall be made of concrete or granite, which apron shall be level with the surface of the ground, and which shall be affixed to the marker so as to prevent grass, weeds or other vegetation from growing between the marker and apron.

- No monument or grave marker shall be in excess of five (5) feet from the base to the top.

- Monument companies may erect monuments in the cemetery subject to the supervision of the Cemetery Technician and in compliance with the City of Thief River Falls Greenwood Cemetery Rules and Regulations.

- No monument work or other structural material shall be brought into the cemetery on Saturdays, Sundays or any federal holiday without prior notification to the Cemetery Technician. All work must be completed including removal of all dirt and debris entirely from site..

- Every monument and marker shall be placed in the space as shown on the cemetery plat or as directed by the City of Thief River Falls. No monument or marker may be placed unless the City has approved its location and the full purchase price of the site has been paid.

- The site owner is responsible for any and all damage resulting to the cemetery or other lots during the placement of monuments or markers and during excavation of the gravesite.

- Contractors and others engaged in such work must notify the City before beginning the same. All work in the cemetery, of whatever kind, must be carried on subject to the direction and control of the City. No monument or marker may be placed in the cemetery until authorized by the City.

- Above ground vaults and mausoleums are not permitted in Greenwood Cemetery except with approval by the City Council.

URNS AND CONTAINERS

- The City of Thief River Falls will not be liable for any vases, containers, urns and the like that may become misplaced, broken or stolen.

- Planting containers shall not be emptied on the grass as it causes damage to mowers and is a potential safety hazard for the mower operator. Black dirt is provided for your convenience. Do not bring in dirt or fertilizing material as this may create serious weed problems.

GENERAL RULES AND CONDUCT

1. Motor vehicles may be driven within the cemetery subject to these conditions:
   a. The speed shall not exceed 5 miles per hour.
   b. The vehicle shall only be driven or parked on marked driveways. No vehicles shall drive off a roadway.
   c. No ATV's or snowmobiles shall be permitted in the cemetery.

2. No person shall have in his or her possession a firearm or explosive, excepting an on-duty police officer and members of military organizations (i.e., National Guard, American Legion Honor Guard) at funerals and civic functions.

3. No person may disturb the quiet of the cemetery by noise or improper conduct of any kind.

4. Children under the age of 15 years must be under the direct supervision of an adult while in the cemetery.

5. All persons are prohibited from picking any flowers, injuring any tree, plant or shrub, or marring, defacing or removing any monument or stone or any structure within the cemetery.

6. No person may allow any animal to run at large in the cemetery.

Penalty for Violations: Any person violating any provision of this article is guilty of a misdemeanor and shall be punished in accordance with this Code of Ordinance

I hereby acknowledge receipt of the following entitled document dated June 1st, 2021:

RULES AND REGULATIONS OF GREENWOOD CEMETERY
THIEF RIVER FALLS, MINNESOTA'

Name : ______________________________

Date: ______/______/______

Phone Number: ____________________

Address : ________________________________

____

Mission Statement:

The Greenwood Cemetery is dedicated to providing a variety of premier cemetery services that exceed the expectations of our community. We provide perpetual care for all generations and cultures: past, present and future.

Greenwood Cemetery Rules & Regulations:

If in doubt, please ask the Cemetery Technician (218)689-3890

- **Hours:** Greenwood Cemetery is open 24 hours per day, 7 days per week. The cemetery is staffed Monday through Friday April 15th – November 15th.

- **Decorations:** To prevent damage from mowing and trimming, please keep all decorations within the concrete base or on the monument itself. Do not place in grass.

- **Shepard hooks:** Shepard hooks are discouraged unless you have a hole in the cement base of the monument or mount it on either front or back of the monument abutting the monument base. Shepard hook limit is one per upright headstone.

- **Solar Lights:** Solar lights are allowed but must be on or within the cement foundation in front or back of the monument so as not to interfere with maintenance.

- **Flower**s: **Artificial flowers** are permitted on lots through the Wednesday following Father's Day. Artificial flowers placed in vases which are incorporated as part of the headstone or incorporated within the monument foundation are allowed throughout the year. **Live flowers and annual plants:** Annual plantings are allowed prior to September 15th in the front or back of monuments (not on sides). Live flowers planted in the ground must be maintained in an attractive manner. Live plants planted in containers are allowed if placed on the foundation of an upright monument. Owners are responsible to remove live plantings prior to September 15th of each year. Plantings that are not highly maintained will be removed without notice. **Perennials:** Perennials are not allowed.

- **Trees:** No planting of trees, shrubs or hedges is allowed on any lots. If you would like to plant a memorial tree or shrub, the Cemetery Technician may recommend a spot for it elsewhere on the cemetery grounds.

- **Fences, Wood Chip, Landscape Rock, Bricks and Pavers:** No fences, wood chips, landscape rocks, bricks, edging, or pavers are allowed.

- **General Grounds:** The Cemetery Technician reserves the right to remove or alter any decorations, flowers, trees, shrubs, or memorabilia which may become unsightly, damaged, dangerous, not in keeping with the landscaping of the cemetery or hinders maintenance (mowing and trimming).

- **Prices**: For information on cemetery rates, please call the City of Thief River Falls at 218-681-2943.

- **Lot Purchases:** The Cemetery Technician handles lot purchases.

- **Pets:** Pets are not allowed to run at large in the cemetery.

THIEF RIVER FALLS
Inc. 1896
MINNESOTA

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: 5/18/2021

SUBJECT: Trentyn Groslie, Water Systems Operator Progression Raise

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

MOTION TO: Approve a progression raise for Trentyn Groslie, Water Systems Operator, to Step 2 of the Water Systems Operator salary schedule, for a new salary of $20.28 effective May 23, 2021.

BACKGROUND: Mr. Groslie has successfully completed his six-month probationary period and is eligible for progression to Step 2 of the pay scale.

KEY ISSUES: None.

FINANCIAL CONSIDERATIONS: This is a budgeted progression raise.

LEGAL CONSIDERATION: None.

DEPARTMENT/RESPONSIBLE PERSON: Wayne Johnson, Water Systems

ATTACHMENTS:
None

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Request for Council Action

DATE: 5/18/2021

SUBJECT: Approval of Progression Raise for Kathy Dalquist, Part-time Off-Sale Clerk

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

MOTION TO: To grant Kathy Dalquist, part-time Off-Sale Clerk, a progression raise to Step 5 (top) of the Grade Level 2 Off-Sale Clerk salary schedule, effective upon her successful completion of her of 6,240 hours of employment. Ms. Dalquist's new hourly wage shall be $25.70 per hour, effective on her 6,241st hour of employment.

BACKGROUND: Ms. Dalquist has completed 6,240 hours of employment in April of 2021 and qualifies for a progression to Step 5.

KEY ISSUES: None.

FINANCIAL CONSIDERATIONS: This is a budgeted salary adjustment.

LEGAL CONSIDERATION: None.

DEPARTMENT/RESPONSIBLE PERSON: Steve Olson, Liquor Store Manager

ATTACHMENTS:
None

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Request for Council Action

DATE: 5/18/2021

SUBJECT: RESOLUTION AUTHORIZING AN AMENDMENT TO THE GRANT CONTRACT DATED OCTOBER 20, 2017 BETWEEN THE CITY OF THIEF RIVER FALLS AND THE STATE OF MINNESOTA ACTING THROUGH THE DEPARTMENT OF EMPLOYMENT AND ECONMIC DEVELOPMENT FOR THE PROJECT ENTITLED DIGI-KEY CORPORATION.

RECOMMENDATION: The City of Thief River Falls acted as the legal sponsor for the project contained in the Minnesota Investment Fund Program for the project entitled Digi-Key Corporation.

The City of Thief River Falls has the legal authority to amend the Grant Contract dated October 20, 2017 between the City of Thief River Falls and the State of Minnesota acting through the Department of Employment and Economic Development.

MOTION TO: Authorized to execute the amendments, thereto, as are necessary to implement the project on behalf of the City of Thief River Falls.

BACKGROUND: The City of Thief River Falls has held a public hearing for the purpose of accepting comments for the purpose to amend the Grant Contract in compliance with the Minnesota Business Subsidy Law to extend the term of the Grant Contract.

The City of Thief River Falls has held a public hearing for the purpose of accepting comments for the purpose to amend the Loan Agreement between the City of Thief River Falls and Digi-Key Corporation.

KEY ISSUES: The City Council of Thief River Falls authorizes to execute an amendment to the Grant Contract dated October 20, 2017 between the City of Thief River Falls and the State of Minnesota acting through the Department of Employment and Economic Development.

The City Council of Thief River Falls authorizes to execute an amendment to the Loan Agreement between the City of Thief River Falls and Digi-Key Corporation.

FINANCIAL CONSIDERATIONS: None.

LEGAL CONSIDERATION: This action requires a public hearing concerning an extension to the completion date to Grant #CDAP-17-0008-H-FY18 with the Minnesota Department of Employment and Economic Development for a grant with Digi-Key Corporation under the Minnesota Investment Fund (MIF) program.

DEPARTMENT/RESPONSIBLE PERSON: Mark Borseth, Public Works Director

ATTACHMENTS:
None

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Request for Council Action

DATE: 5/18/2021

SUBJECT: Fishing Pier

RECOMMENDATION: It is respectfully requested that the Council consider the following Public Works Committee recommendation:

MOTION TO: Approve an agreement with the Minnesota Department of Natural Resources (DNR) to provide a new Americans with Disabilities Act (ADA) fishing pier for red Robe Park; and authorize the Mayor and Administrator to execute the agreement.

BACKGROUND: The City of Thief River Falls has a fishing pier at Red Robe Park. This pier is heavily used for fishing by people of all ages. This pier is not ADA accessible. The Thief River Falls Sportsman's Club has requested an additional pier be installed and have offered $2,500 towards the project.

KEY ISSUES: The Minnesota DNR has offered to provide and cover most of the cost for a new 40' fishing pier and 40' connecting pier. The cost of the new pier is estimated at approximately $30,000. The Sportsman's Club would contribute $2,500 and the City of Thief River Falls would contribute $2,500, which can include the cost of the ADA compliant sidewalk, and the DNR would pay for the rest of the project.

FINANCIAL CONSIDERATIONS: The $2,500 maximum city share would come from Park maintenance funds.

LEGAL CONSIDERATION: None.

DEPARTMENT/RESPONSIBLE PERSON: Mark Borseth, Public Works Director

ATTACHMENTS:
None

City of Thief River Falls

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Request for Council Action

DATE: 5/18/2021

SUBJECT:

RECOMMENDATION:

MOTION TO:

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON:

ATTACHMENTS:

1.	Dam Safety Grant Agreement Resolution

DNR Dam Safety Program - Grant Agreement Resolution

IT IS RESOLVED that the City of Thief River Falls, hereinafter referred to as the "Applicant", act as legal sponsor for the project described in the Department of Natural Resources Dam Safety Program grant application.

IT IS FURTHER RESOLVED that the Applicant has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to carry out the Recertification of the Dam.

IT IS FURTHER RESOLVED that the Applicant has not violated any federal, state, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

IT IS FURTHER RESOLVED that upon approval of its application by the State, the Applicant may enter into an agreement with the State for the above-referenced project, and that the Applicant certifies that it will comply with all applicable laws and regulations as stated in the grant agreement.

IT IS FURTHER RESOLVED that the Applicant has the financial capability to provide any required matching funds.

IT IS FURTHER RESOLVED that the source of the Applicant's matching funds shall not include other State funds.

IT IS FURTHER RESOLVED that the source of Applicant's matching funds shall be **The Fund balance reserve of the City of Thief River Falls.**

IT IS FURTHER RESOLVED that the Applicant hereby pledges to complete the project or phase if it exceeds the total funding provided by the Department of Natural Resources and any required local match.

NOW, THEREFORE, IT IS RESOLVED that Brian Holmer, Mayor, is hereby authorized to execute the Dam Safety Program grant agreement and act as the Applicant's authorized agent for the purpose of administration of the grant.

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Request for Council Action

DATE: 5/18/2021

SUBJECT: Approval to grant Pete Patel owner of Quality Inn a Commercial Energy Improvement Loan

RECOMMENDATION: It is respectfully requested the Council consider the following recommendation from the Community Development Advisory Board (CDAB).

MOTION TO: Authorize the Mayor and City Administrator to sign documents granting a seven (7) year Commercial Energy Improvement Loan in an amount up to $35,000 with interest rate of 2%, secured by a mortgage on property with monthly auto payment from their bank account.

BACKGROUND: The Community Development Advisory Board makes recommendation for energy and business loans. The project located at 1060 Highway 32 South, Thief River Falls includes improvements to the heating and cooling system for the restaurant in the building.

Total project cost is estimated at $35,000.00.

KEY ISSUES: None.

FINANCIAL CONSIDERATIONS: Funds are available for the loan.

LEGAL CONSIDERATION: City Attorney Delray Sparby will draft the necessary loan documents secured by a mortgage on the property.

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:
None

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Request for Council Action

DATE: 5/18/2021

SUBJECT: Summary of Performance Evaluation of Marty Semanko and Rick Beier Co-Fire Chiefs

RECOMMENDATION:

MOTION TO:

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON:

ATTACHMENTS:

1.	Summary of Performance Evaluation of Marty Semanko and Rick Beier

Summary of Performance Evaluation of Marty Semanko and Rick Beier Co-Fire Chiefs

At the May 4th, 2021, meeting of the City Council, the meeting was closed by the council to evaluate the job performance of Marty Semanko and Rick Beier, Co-Fire Chiefs. As required by Minnesota State Statute 13D.05 Subd. 3 (a), at its next open meeting, the public body shall summarize its conclusions regarding the evaluation.

The Council conducted an evaluation of Marty Semanko and Rick Beier and found that they were very thorough and open showing and explaining operations to the Council; that they were cooperative when dealing with their department budget; their overall working in emergency management and the airport has been good; that they cooperate well with other departments and engage well with the community; that the long term service of the volunteer firefighters reflects well on them; that they have built an excellent training regimen for the volunteers; that they should pressure for more emergency responder certifications and being NIMS compliant; that they do a good job with in-house training and working with other communities, but the Council would like to see more instructor services provided for local training sessions. Overall, it was felt that they were dedicated to the protection and safety of the City.