THIEF RIVER FALLS CITY COUNCIL
AGENDA
Tuesday, April 2, 2024

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

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **PUBLIC FORUM -** ***Individuals may address the City Council about any item not included on the regular agenda. A maximum of 5 minutes is allotted for the public forum. The City Council will not take official action on items discussed at this time, with the exception of referral to staff or a committee, board or commission for a future report.***

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

6. **APPROVE AGENDA -** ***Council members may add items to the agenda for discussion purposes or staff direction. The Council will not normally take official action on items added to the agenda.***

7. **CONSENT AGENDA -** ***These items are considered routine in nature and are approved with one motion without discussion/debate. The Mayor will ask if any Council member wishes to remove an item and place it on the regular agenda for discussion and consideration. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.***
   - 7.1. Approval of March 19, 2024 Council Proceedings (page 3-12)
   - 7.2. City of Thief River Falls Bills and Disbursements and Council Per Diems (page 13-46)

8. **NEW BUSINESS**
   - 8.1. Approval of TRF Police Department to purchase of 2 Microsoft Surface Pro Tablets for the Chief and Deputy Chief cars. (page 47)
   - 8.2. Approval of TRF Police Department to purchase new office desks for the TRF Police Dept to include 2 additional workstations in the PD Squad room. (page 48)
   - 8.3. Approve Public Safety Aid Purchase for the purchase of car fire blankets, cordless

extrication tool, cordless positive pressure fan, and class B foam. (page 49)

8.4. To Accept the awarded grant from the 2024 James Metzen Mighty Ducks Grant Program (page 50-51)

8.5. Call for the Second Reading to Amend City Code Chapter 152.087.2 Excluded Signs of a governmental body. (page 52-55)

8.6. Approve to Amend City Code Chapter 152.087.2 Excluded Signs of a governmental body. (page 56-57)

8.7. Call for the Second Reading to consider Amendment to C-2 Yard Setback Requirements. City Code 152.095.4C (page 58-68)

8.8. Approve Amendment to C-2 Yard Setback Requirements. City Code 152.095.4C (page 69)

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

10. UPCOMING MEETINGS

10.1. Public Utilities Committee - April 8th at 7:00 a.m.

10.2. Public Safety/Liquor Committee - April 8th at 4:30 p.m.

10.3. Administrative Services Committee - April 9th at 4:30 p.m. Room 201 City Hall

10.4. Public Works Committee - April 10th at 4:30 p.m.

10.5. City Council Meeting - April 16th at 5:30 p.m.

11. INFORMATIONAL ITEMS

12. ADJOURNMENT

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

City of Thief River Falls

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

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

Request for Council Action

DATE: 4/2/2024

SUBJECT: #7.1 Approval of DMarch 19, 2024 Council Proceedings

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

MOTION TO: By the City Council, to approve the March 19, 2024 Council Proceedings.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	03.19.24 City Council Minutes

COUNCIL PROCEEDINGS

Tuesday, March 19, 2024

CALL TO ORDER
This meeting is officially called to order at 5:30 p.m. on March 19, 2024. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALLEGIANCE

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

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

- Bleeding Disorders Awareness March 2024

APPROVE AGENDA
Councilmember Jason Aarestad motioned, being seconded by Councilmember Scott Pream, to approve the agenda with the addition 8.09.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 03.57.24: Approval of March 5, 2024 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced Resolution No. 03.57.24, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve the March 5, 2024 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 03.58.24: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced Resolution No. 03.58.24, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of $806,922.86. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 03.59.24: Approve Permanent summer work hours for City Hall

Following discussion, Councilmember Scott Pream introduced Resolution No. 03.59.24, being seconded by Councilmember Steve Narverud, that:

WHEREAS, Customer service is a high priority and will continue to be so. One of the main conditions is that summer hours will not be an added cost to the City in any way. This is an added convenience to the customer being open at 7am 5-days a week. This schedule also provides an additional hour during the week the doors to City Hall are open. Having these hours permanently set allows us to post our hours year round.

It will be the City Administrator and Department heads job to ensure customer satisfaction.

THEREFORE, BE IT RESOLVED Approve to permanently set summer hours for the City of Thief River Falls City Hall and other departments as appropriate, effective the day after Memorial Day and to conclude on Labor Day. Summer hours are defined as four nine-hour days starting at 7:00 a.m. to 4:30 p.m. on Monday through Thursday and one-half day from 7:00 a.m. to 12:00 noon on Friday. January through Memorial Day and the day after Labor Day through December will be the hours of 8:00 a.m. to 4:30 p.m. Monday through Friday.

On vote being taken, the resolution was unanimously passed.

<u>RESOLUTION NO. 03.60.24: Authorize purchase of GrayKey through Magnet Forensics with the Pennington County Sheriff's Office</u>

Following discussion, Councilmember Jason Aarestad introduced <u>Resolution No. 03.60.24</u>, being seconded by Councilmember Scott Pream, that:

WHEREAS, The annual renewal for Cellbrite for 2024 is $6,900 and does not offer unlocks for the current plan.

WHEREAS, This is a budgeted item for 2024 for the amount of $4,500. We can use money from the DWI funds to cover the rest of the cost for 2024 and work on budgeting for this in 2025.

THEREFORE, BE IT RESOLVED To authorize purchase of GrayKey that will replace the Cellebrite UFED device and physical analyzer and provide us with a number of device unlocks to use in our investigations. This device will also provide a more complete download of devices. The estimated annual cost for this service is approximately $13,820 a year that will be split with the Sheriff's office. The first year cost for the Police Department will be $7,500 which includes the device itself, Axiom and shipping and handling.

On vote being taken, the resolution was unanimously passed.

<u>Call for First Reading of Ordinance of The City of Thief River Falls, Minnesota, Amending City Code Chapter 152.087.2 Excluded Signs of a governmental body.</u>

Councilmember Mike Lorenson motioned, being seconded by Councilmember Anthony Bolduc, to call for First Reading of Ordinance of The City of Thief River Falls, Minnesota, Amending City Code Chapter 152.087.2 Excluded Signs of a governmental body.

WHEREAS, While researching a concern about the old brick sign at the Challenger

School, it was discovered that under Sec. 152.087 – EXCLUDED SIGNS, our current ordinance reads as follows:

Sec. 152.087. - Excluded signs.
The following shall be deemed to be excluded from the definition of sign as it applies to this subchapter:
2. Signs of a duly constituted governmental body, including traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings;

A Public Hearing was held on March 12, 2024, at the Planning and Zoning Commission Meeting and recommended to Council for Approval of the above amendment to City Code Chapter 152.087.2.

WHEREAS, As it currently reads, signs of a duly constituted governmental body are excluded from our sign ordinance. This allows any governmental unit located in the city proper to erect any sign of their choosing, with no limitations to size, height, or how it is lit. The proposed language change would still allow traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings to be excluded, but would require all other signs of a governmental body to be subject to a conditional use permit. Complicating this change is a formatting (renumbering/lettering of subsections) change to the current City Ordinances when they were uploaded to MUNI CODE, which occurred after the process to change this ordinance began.

WHEREAS, Amend City Code Chapter 152.087 EXCLUDED SIGNS, Subsection (2):

Traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings of a duly constituted governmental body. All other signs of a duly constituted governmental body not excluded herein shall be subject to a conditional use permit. And adopting by reference City Code Chapter 10, which, among other things, contain penalty provisions.

On vote being taken, the resolution was unanimously passed.

Call for First Reading of Ordinance of The City of Thief River Falls, Minnesota, Amending City Code 152.095.4C Entitled "Zoning Code" to C-2 Yard Setback Requirements.

Councilmember Steve Narverud motioned, being seconded by Councilmember Megan Arlt, to call for First Reading of Ordinance of The City of Thief River Falls, Minnesota, Amending City Code 152.095.4C Entitled "Zoning Code" to C-2 Yard Setback Requirements.

WHEREAS, The previous City Planner, Mark Borseth, left a list of things he felt the Planning & Zoning Commission should address in current City Ordinances, one of these being to clarify the sign setback distance along frontage roads as currently they could be measured from either the lot line, or the interior edge of the frontage street. The proposed change will hopefully clarify and standardize this setback.

A Public Hearing was held on March 12, 2024, at the Planning and Zoning Commission Meeting and recommended to Council for Approval.

WHEREAS, The proposed changes are the addition of the words "road right of way" to line five (5) and the words "whichever distance is further" was added to line 6 of the revised recommended ordinance proposed above. Complicating this change is a formatting (renumbering/lettering of subsections) change to the current City Ordinances when they were uploaded to MUNI CODE, which occurred after the process to change this ordinance began.

WHEREAS, Amend City Code Chapter 152.095, Performance standards in zoning districts, Subsection (4) (C) General Business District (C-2) Yard Requirements.

All Signs, except directional and temporary signs, shall be subject to the same setback and yard requirements as all other permitted accessory uses. In the case of a corner lot, all signs, except directional and temporary signs, shall abide by the front yard setback for both sides abutting a public street. All directional, temporary, and freestanding signs shall set back a minimum of six feet from the lot line, road right of way, or where adjacent to a frontage street, six feet from the interior edge of the frontage street, whichever distance is further. And adopting by reference City Code Chapter 10, which, among other things, contain penalty provisions.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 03.61.24: Approve 2024 Library Bathroom Project

Following discussion, Councilmember Scott Pream introduced Resolution No. 03.61.24, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, The project is based on a priority item generated from the City's Building Committee. These are items that have been generated and prioritized for needs and viability. The Public Library Bathroom Project includes changes to improve accessibility, safety, and facilities improvement for both public patrons and employees.

WHEREAS, Bids for Library Bathroom Project were opened January 31, 2024. A decision to award the project must be made to ensure a 2024 project completion date.

WHEREAS, Project to be paid by funds received from the American Rescue Funds. These funds must be used by the 2024 fiscal year end.

WHEREAS, Minnesota Statute Chapter 429 applies.

THEREFORE, BE IT RESOLVED Approve Schmitz Builders, Inc. as the low bidder and award the Library Bathroom Project in the amount of $265,000.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 03.62.24: Approve Hazardous Building: 1209 Main Avenue North – Lindsey J. Bernard

Following discussion, Councilmember Steve Narverud introduced Resolution No. 03.62.24, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, On March 28, 2023, Greg Hufnagle, City Building Official, prepared a draft letter advising of several code violations, including:

1. That the foundation wall was failing with major holes and cracking, which is complicating the structural integrity of the structure. The result of this is putting the structure at risk of falling over and may cause damage to a person that may be around it if it falls over. The other possibility is that it may cause danger or harm to surrounding property.
2. Large holes in the foundation wall encourage animal infestation and harboring.
3. The shingles are failing, and it appears as if rain and snow are coming into the structure that way, which may compromise the structural integrity of the rafter system.

Included with the proposed draft letter were code violation sections. This proposed draft letter was reviewed at Public Works Committee and was then directed to the City Attorney's office for further proceedings.

On October 11, 2023, the City Attorney sent a letter to Lindsey J. Bernard in regard to institution of a condemnation action and seeking discussion about obtaining consent to raze or remove the hazardous building. No response was received from Lindsey J. Bernard.

Attached are the draft letter and the correspondence from the City Attorney. Notice that this matter would appear on the City Council agenda on March 19, 2024 at 5:30 P.M. A letter was also mailed to Lindsey J. Bernard on 3/12/2024.

WHEREAS, After the Order from the City Council is served as required, the owner(s) have 20 days within which to file an Answer. If so, the matter becomes a contested civil case through the District Court. If no Answer is served within the 20 day period after date of service, the City can apply for a Default Judgment, which will become effective after the time given for the repairs to be completed. If the repairs are not then completed within the time period that was given, the City can apply for an Order from the District Court giving authority for the City to remove or raze the building and assess the costs of the same as a lien against the real property.

WHEREAS, If the City proceeds and incurs costs relating to removing the hazardous building, the costs would be assessed against the real property taxes.

WHEREAS, 463.151 REMOVAL BY MUNICIPALITY; CONSENT; COST.
The governing body of any municipality may remove or raze any hazardous building or remove or correct any hazardous condition of real estate upon obtaining the consent in writing of all owners of record, occupying tenants, and all lienholders of record; the cost shall be charged against the real estate as provided in section 463.21, except the governing body may provide that the cost so assessed may be paid in not to exceed five equal annual installments with interest thereon, at eight percent per annum.

463.17, ORDER.
Subdivision 1. Contents. The order shall be in writing; recite the grounds therefor; specify the necessary repairs, if any, and provide a reasonable time for compliance; and shall state that a motion for summary enforcement of the order will be made to the

district court of the county in which the hazardous building or property is situated unless corrective action is taken, or unless an answer is filed within the time specified in section 463.18.

THEREFORE, BE IT RESOLVED Approved The Order for repair would be served 1209 Main Avenue North – Lindsey J. Bernard.

On vote being taken, the resolution was unanimously passed.

Create Rental Inspection Workgroup

Rick Beier asked for three members of the council to participate in creating a rental inspection workgroup for the city of Thief River Falls. Councilmembers Jason Aarestad, Michele McCraw and Megan Arlt all agreed to participate in the workgroup. The first meeting will be March 28th at 5 p.m.

RESOLUTION NO. 03.63.24: Approve Animal Control Service Agreement with Pennington County Humane Society

Following discussion, Councilmember Steve Narverud mentioned a need for a new water heater and sink to be purchased from general funds and installed by city employees, being seconded by Councilmember Megan Arlt.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 03.64.24: Approve Animal Control Service Agreement with Pennington County Humane Society

Following discussion, Councilmember Steve Narverud introduced Resolution No. 03.64.24, being seconded by Councilmember Scott Pream, that:

WHEREAS, The City had a one-year contract with the Pennington County Humane Society through December 31, 2022. We continued with the same practice through 2023.

WHEREAS, the City desires to provide animal control services in the community to protect the community's health and welfare, save animals' lives, prevent animal suffering, and reduce animal abandonment; and,

WHEREAS, the City recognizes the Humane Society as having the necessary qualifications and capabilities to provide a full range of animal control services to the community.

In consideration of the terms and conditions contained herein, the parties agree as follows:

1. Period of Agreement: This Agreement shall cover a period beginning January 1, 2024 and ending December 31, 2024. City and Humane Society shall meet and discuss renewal options no later than August 1, 2024.

2. Quarantine: The City shall allow the Humane Society to utilize the City animal pound for quarantine and care of animals.

3. Building Maintenance and Utilities: The City shall maintain the building, provide all necessary updates and repairs, and provide all utilities at its own expense.

4. Cleaning: The Humane Society shall be responsible for cleaning the pound daily and providing all cleaning supplies at its own expense.

5. Animal Care and Feeding: The Humane Society shall provide all animal care products and food at its own expense.

6. Euthanization: The Humane Society shall be responsible for euthanizing any animals that are not "adoptable".

7. Law Enforcement Activities: The City shall respond to animal-related calls, investigate complaints and violations, impound animals, issue citations, generate reports and all other law enforcement activities pursuant to Minnesota Statutes, City Code and any other applicable laws or regulations.

8. Disposal Site: The City shall continue to maintain a disposal site for animal carcasses.

9. Garbage Service: The City shall provide garbage pickup service a minimum of once a week.

10. Payment: The City shall pay the Humane Society $1400 (one thousand four hundred dollars) per month for the service performed in 2024. Payment shall be made no later than the 15th of the month following the performance of services.

11. Licensing and Licensing Fees: The City shall issue all licenses. The Human Society shall retain all licensing fees.

12. Indemnification: To the fullest extent allowed by law, the Humane Society shall defend, indemnify and hold harmless the City and its officers, agents and employees from any and all claims, demands, lawsuits, actions or proceedings of any kind or nature, and including the cost of defending same including costs and attorneys fees, of or by anyone whomsoever proximately caused by the negligence or intentional misconduct of those performing services pursuant to this agreement and the acts or omissions of employees or agents, except to the extent caused by the negligence or intentional misconduct of the City, its officers or employees.

The City shall also to the fullest extent allowed by law, defend, indemnify and hold harmless the Humane Society and its officers, agents and employees from any and all claims, demands, lawsuits, action or proceedings of any kind or nature, and including the cost of defending same including costs and attorneys fees, or by anyone whomsoever proximately caused by the negligence or intentional misconduct of those performing services pursuant to this agreement and the acts or omissions of employees or agents, except to the extend caused by the negligence or intentional misconduct of the Humane Society, its officers or employees.

13. Notices: Written notices shall be sent by first class mail, return receipt requested

To: President
Pennington county Humane Society
P.O. Box 64
Thief River Falls, MN 56701

Police Chief
City of Thief River Falls
P.O. Box 528
Thief River Falls, MN 56701

14. Amendments: This agreement may be amended only by writing signed by both parties.

15. Entirety of Agreement: This writing constitutes the entire agreement between the parties and superseded all prior understandings, written or oral, between the parties relating to its subject matter.

16. Dispute Resolution: Disputes arising out of or related to this Agreement shall be resolved in accordance with this provision. Both parties will attempt to resolve any dispute through open communication and dialogue. Should it be impossible to resolve the matter by reaching an agreeable resolution, a notice of disputes should be submitted in writing by either party. The notice of Dispute shall state the nature of the dispute and the corrective action necessary to remedy the dispute. The party receiving the notice of the dispute shall have 15 business days, the parties shall agree on a single mediator who shall be an attorney licensed to practice law in Minnesota who is trained and experienced mediator. Mediation Shall be conduction in Thief River Falls, MN. Each party shall pay its own attorneys' fees and the costs of the mediation shall be split equally between parties. Both parties agree to abide by the outcome of mediation.

THEREFORE, BE IT RESOLVED To approve execution of an animal control services agreement with Pennington County Humane Society for a one-year contract for $1,400 per month for January 1 – December 31, 2024.

On vote being taken, the resolution was unanimously passed.

<u>RESOLUTION NO. 03.64.24: Approval of TRF Police Department to purchase 2024 Chevy Silverado squad car, including the upfitting of Emergency Vehicle equipment.</u>

Following discussion, Councilmember Mike Lorenson introduced <u>Resolution No. 03.64.24</u>, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, This purchase request was submitted to the committee of the whole. This vehicle will be a regular use patrol vehicle replacing aging vehicles in our fleet. This will be a fully marked squad car with external light bar and all standard patrol vehicle equipment.

WHEREAS, This vehicle was originally ordered in by another agency who subsequently backed out of the purchase. If approved, we will be able to take possession of this vehicle within the next month and should be able to have it on the road by the summer of 2024.

WHEREAS, The $85,000 is to be taken out of the Public Safety Aid funds as agreed to by the committee of the whole.

THEREFORE, BE IT RESOLVED Approval of TRF Police Department to purchase the 2024 Police package Chevy Silverado and upfitting for $85,000.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Mayor Holmer mentioned Spring Clean Up will be May 4th from 8 a.m. to noon.

UPCOMING MEETINGS

- City Council Meeting - April 2th at 5:30 p.m.
- Public Utilities Committee - April 8th at 7:00 a.m.
- Public Safety/Liquor Committee - April 8th at 4:30 p.m.
- Administrative Services Committee - April 9th at 4:30 p.m. Room 201 City Hall
- Public Works Committee - April 10th at 4:30 p.m.
- City Council Meeting - April 16th at 5:30 p.m.

INFORMATIONAL ITEMS

- February 2024 Investment Summary

ADJOURNMENT

There being no further discussion, Councilmember Mike Lorenson being seconded by Councilmember Scott Pream to adjourn at 6:04 p.m. On vote being taken, the Chair declared the motion unanimously carried.

____
Brian D. Holmer, Mayor

Attest: __________________________________
Angela Philipp, City Administrator

City of Thief River Falls

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

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Request for Council Action

DATE: 4/2/2024

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

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

MOTION TO: By the City Council, to authorize payment of bills and disbursements in the total amount of $1,975,755.68 and council per diem in the amount of $1,365.00. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	Expense Account Codes
2.	04.02.24 Summary of Disbursements
3.	Council Per Diems
4.	Refund Check Detail
5.	Packet 905 03.15.24 Direct Payables
6.	Packet 906 03.21.24 #6 Payroll
7.	Packet 908 03.18.24 Liquor Payables
8.	Packet 911 03.20.24 Direct Payables
9.	Packet 913 03.25.24 Liquor Payables
10.	Packet 915 03.26.24 Direct Payables
11.	Packet 918 04.02.24 Council Meeting

CITY OF THIEF RIVER FALLS
EXPENSE ACCOUNT CODES

FUND	DEPARTMENT	DESCRIPTION
100	**GENERAL FUND**	
	4110	City Council
	4140	Elections
	4150	City Administration
	4160	City Attorney
	4192	IT Department
	4194	Government Buildings
	4210	Police
	4215	Emergency Management
	4220	Fire
	4240	Building Official
	4312	Street
	4315	Sanitation
	4316	Street Lighting
	4510	Park Department
	4550	Branch Library
	4560	Carnegie Library Building
	4570	201 Atlantic Ave Garage
	4650	Public Works
	4670	General Administration
210	**COMMUNITY DEVELOPMENT REVOLVING LOAN FUND**	
230	**TRF K-9 UNIT FUND**	
260	**MECC**	
270	**TRAIN CANOPY**	
610	**LIQUOR**	
620	**WATER UTILITY**	
630	**REA & HOMCC ARENAS - VENUWORKS**	
640	**MULTI EVENTS CULTURAL CENTER - VENUWORKS**	
650	**TOURIST PARK CAMPGROUNDS - VENUMORKS**	
670	**STORM WATER UTILITY**	
680	**WASTEWATER UTILITY**	
690	**ELECTRIC UTILITY**	
810	**POLICE RELIEF ASSOCIATION**	
820	**GREENWOOD CEMETERY FUND**	
		1/14/2022

City of Thief River Falls

#7.02

COUNCIL MEETING BILLS

APRIL 2nd, 2024

SUMMARY OF DISBURSEMENTS

3/15/2024	AP PKT #905 - DIRECT PAYABLES	$1,389,948.88
3/18/2024	AP PKT #908 - LIQUOR PAYABLES	$134,584.53
3/20/2024	AP PKT #911 - DIRECT PAYABLES	$94,714.47
3/21/2024	AP PKT #906 - #6 PAYROLL	$146,130.01
3/25/2024	UB PKT #2351 - UTILITY REFUND CHECKS	$1,148.16
3/25/2024	AP PKT #913 - LIQUOR PAYABLES	$9,831.44
3/26/2024	AP PKT #915 - DIRECT PAYABLES	$120,792.25
4/2/2024	AP PKT #918 - REGULAR COUNCIL PAYABLES	$78,605.94
GRAND TOTAL OF DISBURSEMENTS		**$1,975,755.68**

COUNCIL PER DIEM TO BE PAID ON APRIL 18, 2024 PAYROLL
Presented 04/02/24 Council Meeting

Jon Scott Pream - January and February 2024

1/8/2024	Utility Committee	7:00 AM	City Hall	$ 32.50	
1/9/2024	CVB	noon	Carnegie	$ 32.50	
1/9/2024	NWRL	4:30 PM	HQ	$ 32.50	
1/10/2024	Public Works Committee	4:30 PM	City Hall	$ 32.50	
1/16/2024	Walk and Bike TRF	9:00 AM	City Hall #201	$ 32.50	
1/17/2024	MEC	7:30 AM	DSC	$ 32.50	
2/12/2024	Utility Committee	7:00 AM	City Hall	$ 32.50	
2/13/2024	Walk and Bike TRF	9:00 AM	City Hall #201	$ 32.50	
2/13/2024	CVB	noon	C'Mon Inn	$ 32.50	
2/13/2024	NWRL	4:30 PM	HQ	$ 32.50	
2/14/2024	Public Works Committee	4:30 PM	City Hall	$ 32.50	
2/15/2024	TRF Library	3:00 PM	Library	$ 32.50	
					$ 390.00

Steven Narverud - February 2024

2/6/2024	Labor committee	4:00 - 5:00	Council Chambers	$ 32.50	
2/6/2024	Committee of the whole	6:15 - 7:00	Council Chambers	$ 32.50	
2/7/2024	Long Range Planning HWY 59	9:00 - 10:00	Teams	$ 32.50	
2/12/2024	Public Safety Committee	4:30 - 7:00	Council Chambers	$ 32.50	
2/13/2024	Planning and Zoning	5:00 - 6:00	Council Chambers	$ 32.50	
2/14/2024	Public Works Committee	4:30 - 6:30	Council Chambers	$ 32.50	
2/21/2024	LELS Negotiation	10:00 - 1:00	Council Chambers	$ 32.50	
2/21/2024	MAPS Negotiation	1:30 - 3:00	Council Chambers	$ 32.50	
					$ 260.00

Mike Lorenson - November - December 2023

11/13/2023	Utility Committee	7:00 AM	City Hall	$ 32.50	
11/15/2023	TVF Authority Board Meeting	7:30 AM	County Building	$ 32.50	
11/15/2023	Public Works Committee	4:30 PM	City Hall	$ 32.50	
11/20/2023	Teamster Union Negotiations	12:30 PM	City Hall	$ 32.50	
12/11/2023	Utility Committee	7:00 AM	City Hall	$ 32.50	
12/13/2023	Public Works Committee	4:30 PM	City Hall	$ 32.50	
12/20/2023	TVF Authority Board Meeting	7:30 PM	County Building	$ 32.50	
					$ 227.50

Mike Lorenson - January - March 2024

1/8/2024	Utility Committee	7:00 AM	City hall	$ 32.50		
1/10/2024	Teamster Union	9:00 AM	City hall	$ 32.50		
1/10/2024	Public Works Committee	4:30 PM	City hall	$ 32.50		
1/17/2024	TVF Authority Board Meeting	7:30 AM	County Building	$ 32.50		
2/6/2024	Labor Meeting	4:00 PM	City hall	$ 32.50		
2/12/2024	Utility Committee	7:00 AM	City hall	$ 32.50		
2/14/2024	Public Works Committee	4:30 PM	City hall	$ 32.50		
2/21/2024	LELS Union	10:00 AM	City hall	$ 32.50		
2/28/2024	TVF Authority Board Meeting	7:30 AM	County Building	$ 32.50		
3/11/2024	Utility Committee	7:00 AM	City hall	$ 32.50		
3/13/2024	Committee Meet and Greet	11:30 AM	Public Works Building	$ 32.50		
3/13/2024	Public Works Committee	4:30 PM	City hall	$ 32.50		
3/13/2024	Building Committee	6:00 PM	City hall	$ 32.50		
3/20/2024	TVF Authority Board Meeting	7:30 AM	County Building	$ 32.50		
3/28/2024	Sp Public Works Committee - Forester	4:30 PM	City hall	$ 32.50		
					$ 487.50	
			Mike's total		$ 715.00	
			April 2, 2024 Council total			$ 1,365.00

City of Thief River Falls, MN

Refund Check Register

Refund Check Detail

UBPKT02351 - Refunds 01 UBPKT02349 Disconnect

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-00124-007	JOHNSON, JACOB C	3/25/2024	92201	135.33			135.33	Generated From Billing
02-00193-006	GIBSON, SAMUEL D	3/25/2024	92202	97.11			97.11	Generated From Billing
02-00201-005	VEDBRAATEN, MICHAEL A	3/25/2024	92203	17.12			17.12	Generated From Billing
04-00505-003	ENGEBRETSON, TAYLOR S	3/25/2024	92204	126.46			126.46	Generated From Billing
14-01666-001	CORIA, EFREN	3/25/2024	92205	116.33			116.33	Generated From Billing
15-01909-005	ESPINOZA, EDUARDO J VASQUEZ	3/25/2024	92206	149.04			149.04	Generated From Billing
27-03770-006	OSOWSKI, WYATT F.A.	3/25/2024	92207	117.13			117.13	Generated From Billing
31-04828-000	MCGOWAN, KELSEY A	3/25/2024	92208	200.00			200.00	Generated From Billing
31-05195-001	COLTOM, JORDYN L	3/25/2024	92209	189.64			189.64	Generated From Billing
Total Refunds: 9			**Total Refunded Amount:**	1,148.16				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	1148.16
Revenue Total:	1148.16

General Ledger Distribution

Posting Date: 03/22/2024

	Account Number	Account Name	Posting Amount	IFT
Fund: 690 - ELECTRIC UTILITY FUND				
	690-10101	Cash & Investments	-1,148.16	Yes
	690-11530	Accts Receivable - Billing	1,148.16	
		690 Total:	0.00	
Fund: 999 - POOL CASH FUND				
	999-10101	Pooled Cash & Investments	-1,148.16	
	999-20700	Due To Other Funds	1,148.16	Yes
		999 Total:	0.00	
		Distribution Total:	0.00	

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00905 - 03/15/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BANKCARD ELECTRONIC PYMTS INC							
BANKCARD ELECTRONIC P...	FEB 2024	03/04/2024	610-4890-63060	Credit Card Fees	CREDIT CARD FEES - FEB 20...		6,896.48
					Vendor BANKCARD ELECTRONIC PYMTS INC Total:		**6,896.48**
Vendor: BRADY MARTZ & ASSOC PC INC							
BRADY MARTZ & ASSOC PC ...	03 15 24	03/15/2024	740-20300	Flex Payroll Deductions	FELX CLAIMS PAYOUT - 03/...		951.91
					Vendor BRADY MARTZ & ASSOC PC INC Total:		**951.91**
Vendor: CNH INDUSTRIAL ACCOUNTS							
CNH INDUSTRIAL ACCOUNTS	6888496A	02/08/2024	100-4312-62210	Equipment Maint & Repair	FITTING - LOADER		195.00
					Vendor CNH INDUSTRIAL ACCOUNTS Total:		**195.00**
Vendor: CORE & MAIN LP							
CORE & MAIN LP	U325724	03/07/2024	545-4680-65900	Work in Process-Constructi...	MATERIALS - METER PRJ		96,317.79
CORE & MAIN LP	U339850	02/09/2024	545-4680-65900	Work in Process-Constructi...	ADAPTERS w/GASKET - MET...		315.93
CORE & MAIN LP	U346059	02/09/2024	545-4680-65900	Work in Process-Constructi...	CABLE - METER PRJ		1,128.38
CORE & MAIN LP	U352559	02/12/2024	545-4680-65900	Work in Process-Constructi...	RETURN CREDIT - GASKET		-760.00
CORE & MAIN LP	U384826	02/19/2024	620-4850-62290	Water Meter Maintenance	METER GASKET - METER SE...		11.18
CORE & MAIN LP	U384883	02/15/2024	545-4680-65900	Work in Process-Constructi...	RETURN CREDIT - METER P...		-22,272.00
CORE & MAIN LP	U480803	03/07/2024	545-4680-65900	Work in Process-Constructi...	METER PRJ		50,547.50
					Vendor CORE & MAIN LP Total:		**125,288.78**
Vendor: CRYSTEEL TRUCK EQUIPMENT							
CRYSTEEL TRUCK EQUIPME...	FP195042	03/08/2024	100-4312-62400	Small Tools and Minor Equip	SWENSON 7' TAILGATE SPR...		2,250.00
					Vendor CRYSTEEL TRUCK EQUIPMENT Total:		**2,250.00**
Vendor: EASYVISTA INC							
EASYVISTA INC	GOVERPLAN-18819	03/14/2024	100-4192-63020	Computer Maintenance & li...	REMOTE TOOL ANNUAL SU...		2,491.00
					Vendor EASYVISTA INC Total:		**2,491.00**
Vendor: FARMERS UNION OIL COMPANY							
FARMERS UNION OIL COM...	FEB 2024	03/15/2024	100-4194-62120	Gas-Oil-Lube	FUEL PURCHASES - FEB 2024		49.46
FARMERS UNION OIL COM...	FEB 2024	03/15/2024	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - FEB 2024		1,211.30
FARMERS UNION OIL COM...	FEB 2024	03/15/2024	100-4240-62120	Gas-Oil-Lube	FUEL PURCHASES - FEB 2024		26.39
FARMERS UNION OIL COM...	FEB 2024	03/15/2024	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASES - FEB 2024		2,235.45
FARMERS UNION OIL COM...	FEB 2024	03/15/2024	100-4315-62120	Gas-Oil-Lube	FUEL PURCHASES - FEB 2024		1,377.51
FARMERS UNION OIL COM...	FEB 2024	03/15/2024	100-4510-62120	Gas-Oil-Lube	FUEL PURCHASES - FEB 2024		409.39
FARMERS UNION OIL COM...	FEB 2024	03/15/2024	100-4650-62120	Gas-Oil-Lube	FUEL PURCHASES - FEB 2024		54.54
FARMERS UNION OIL COM...	FEB 2024	03/15/2024	620-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - FEB 2024		417.12
FARMERS UNION OIL COM...	FEB 2024	03/15/2024	680-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - FEB 2024		252.53
FARMERS UNION OIL COM...	FEB 2024	03/15/2024	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - FEB 2024		989.72

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
FARMERS UNION OIL COM...	FEB 2024	03/15/2024	820-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - FEB 2024	89.44
					Vendor FARMERS UNION OIL COMPANY Total:	**7,112.85**
Vendor: GARDEN VALLEY TECHNOLOGIES						
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	100-4150-63210	Communication Expense	PHONE CHARGES - MAR / A...	380.13
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	100-4194-63210	Communication Expense	PHONE CHARGES - MAR/AP...	62.86
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	100-4220-63210	Communication Expense	PHONE CHARGES - MAR/AP...	103.86
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	100-4240-63210	Communication Expense	PHONE CHARGES - MAR/AP...	26.99
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	100-4312-63210	Communication Expense	PHONE CHARGES - MAR/AP...	41.99
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	100-4315-63210	Communication Expense	PHONE CHARGES - MAR/AP...	41.98
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	100-4510-63210	Communication Expense	PHONE CHARGES - MAR/AP...	48.99
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	100-4570-63210	Communication Expense	PHONE CHARGES - MAR/AP...	9.99
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	100-4650-63210	Communication Expense	PHONE CHARGES - MAR/AP...	106.66
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	100-4660-63210	Communication Expense	PHONE CHARGES - MAR/AP...	22.00
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	100-4670-64500	Senior Citizen Programs	PHONE CHARGES - MAR/AP...	81.72
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	610-4830-63210	Communication Expense	PHONE CHARGES - MAR/AP...	154.80
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	620-4830-63210	Communication Expense	PHONE CHARGES - MAR/AP...	184.97
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	630-4830-63210	Communication Expense	PHONE CHARGES - MAR/AP...	313.40
GARDEN VALLEY TECHNOL...	101318025	03/10/2024	690-4830-63210	Communication Expense	PHONE CHARGES - MAR/AP...	341.89
					Vendor GARDEN VALLEY TECHNOLOGIES Total:	**1,922.23**
Vendor: H & L MESABI COMPANY						
H & L MESABI COMPANY	43300	02/26/2024	100-4510-62210	Equipment Maint & Repair	CUTTING EDGES	1,320.00
					Vendor H & L MESABI COMPANY Total:	**1,320.00**
Vendor: HDR ENGINEERING INC - CHICAGO						
HDR ENGINEERING INC - CH...	1200601149	03/04/2024	100-4650-64481	FEMA	PROF SRVCS - BOY SCOUT P...	9,850.00
HDR ENGINEERING INC - CH...	1200601150	03/04/2024	690-4890-64370	Taxes and Licenses	PROF SRVCS - DAM RELICEN...	5,303.73
HDR ENGINEERING INC - CH...	1200602633	03/07/2024	670-4890-63030	Contracts Expense	PROF SRVCS - CHIEFS COUL...	24,532.50
					Vendor HDR ENGINEERING INC - CHICAGO Total:	**39,686.23**
Vendor: MARCO TECHNOLOGIES LLC						
MARCO TECHNOLOGIES LLC	524313822	03/01/2024	100-4150-63030	Contracts Expense	COPIER CONTRACT - MAR 2...	575.99
MARCO TECHNOLOGIES LLC	524313822	03/01/2024	100-4650-63030	Contracts Expense	COPIER CONTRACT - MAR 2...	417.37
					Vendor MARCO TECHNOLOGIES LLC Total:	**993.36**
Vendor: MINNESOTA ENERGY GROUP-00003						
MINNESOTA ENERGY GROU...	4942393703	03/05/2024	100-4220-63890	Utilities Expense	GAS METER READING - FEB ...	242.30
MINNESOTA ENERGY GROU...	4942393703	03/05/2024	100-4550-63890	Utilities Expense	GAS METER READING - FEB ...	389.60
MINNESOTA ENERGY GROU...	4942393703	03/05/2024	100-4560-63890	Utilities Expense	GAS METER READING - FEB ...	293.48
MINNESOTA ENERGY GROU...	4942393703	03/05/2024	100-4570-63890	Utilities Expense	GAS METER READING - FEB ...	442.74
MINNESOTA ENERGY GROU...	4942393703	03/05/2024	680-4830-63890	Utilities Expense	GAS METER READING - FEB ...	30.13
					Vendor MINNESOTA ENERGY GROUP-00003 Total:	**1,398.25**
Vendor: MINNESOTA ENERGY GROUP-00007						
MINNESOTA ENERGY GROU...	4945348816	03/07/2024	100-4194-63890	Utilities Expense	GAS METER READING - FEB ...	36.11
					Vendor MINNESOTA ENERGY GROUP-00007 Total:	**36.11**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: NORMAN BETLAND							
NORMAN BETLAND	008	03/05/2024	100-4650-63030	Contracts Expense	GIS CONSULTING - FEB / M...		302.50
					Vendor NORMAN BETLAND Total:		**302.50**
Vendor: NORTHERN MUNICIPAL POWER AGNCY							
NORTHERN MUNICIPAL PO...	FEB 2024	03/13/2024	690-4810-68400	Purchased Power	DE & ENERGY USAGE - FEB ...		947,294.34
					Vendor NORTHERN MUNICIPAL POWER AGNCY Total:		**947,294.34**
Vendor: POMPS TIRE SERVICE INC							
POMPS TIRE SERVICE INC	1550026531	02/06/2024	100-4210-62210	Equipment Maint & Repair	MOUNT / BALANCE TIRES		75.36
					Vendor POMPS TIRE SERVICE INC Total:		**75.36**
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP I...	FEB 2024	02/29/2024	680-4830-63890	Utilities Expense	ELECTRIC METER READING -...		119.50
					Vendor RED LAKE ELECTRIC COOP INC Total:		**119.50**
Vendor: T R F HARDWARE							
T R F HARDWARE	22223385	02/02/2024	690-4850-62350	Power Plant/Dam Maint	MINERAL SPIRITS		12.99
T R F HARDWARE	22223413	02/02/2024	620-4850-62230	Building Maint & Repair	WALLPLAT - AIREPORT BOO...		4.59
T R F HARDWARE	22223420	02/02/2024	100-4510-62240	Department Maint & Repair	DRILL BIT		6.99
T R F HARDWARE	22223716	02/06/2024	620-4850-62220	Plant Equip Maint & Repair	PLUG PVC - PRESSURE TRAN...		4.49
T R F HARDWARE	22223731	02/06/2024	100-4194-62990	Misc. Operating Expense	LEATHER PROTECTANT		13.98
T R F HARDWARE	22223852	02/08/2024	100-4210-62400	Small Tools and Minor Equip	GUN MAGAZINES / SLINGS		147.90
T R F HARDWARE	22224826	02/20/2024	620-4840-62990	Misc. Operating Expense	HOSE MENDER - DIST SHOP		4.49
T R F HARDWARE	22224981	02/22/2024	690-4850-62350	Power Plant/Dam Maint	MASKING TAPE		23.98
T R F HARDWARE	22225286	02/26/2024	620-4840-62990	Misc. Operating Expense	SPRAY NOZZLE - DIST SHOP		4.99
T R F HARDWARE	22225296	02/26/2024	100-4312-62260	Signs-Brooms-Paint	TAPE MEASURE		16.99
T R F HARDWARE	22225539	02/29/2024	690-4850-62350	Power Plant/Dam Maint	PAINT / SUPPLIES - GENERA...		56.42
T R F HARDWARE	22225540	02/29/2024	690-4840-62990	Misc. Operating Expense	GLUE / NUTS / BOLTS		5.64
					Vendor T R F HARDWARE Total:		**303.45**
Vendor: U S POSTMASTER							
U S POSTMASTER	03 15 24	03/15/2024	100-4315-62010	Office Supplies	2024 FIRST CLASS PRESORT ...		48.00
U S POSTMASTER	03 15 24	03/15/2024	620-4840-62010	Office Supplies	2024 FIRST CLASS PRESORT ...		112.00
U S POSTMASTER	03 15 24	03/15/2024	680-4840-62010	Office Supplies	2024 FIRST CLASS PRESORT ...		32.00
U S POSTMASTER	03 15 24	03/15/2024	690-4840-62010	Office Supplies	2024 FIRST CLASS PRESORT ...		128.00
					Vendor U S POSTMASTER Total:		**320.00**
Vendor: VENUWORKS OF THIEF RIVER FALLS							
VENUWORKS OF THIEF RIV...	802	03/11/2024	630-4930-67200	Operating Transfers	2ND QTR 2024 OPERATING ...		170,652.50
VENUWORKS OF THIEF RIV...	802	03/11/2024	640-4930-67200	Operating Transfers	2ND QTR 2024 OPERATING ...		70,175.50
VENUWORKS OF THIEF RIV...	802	03/11/2024	650-4930-67200	Operating Transfers	2ND QTR 2024 OPERATING ...		8,656.50
					Vendor VENUWORKS OF THIEF RIVER FALLS Total:		**249,484.50**
Vendor: VERIZON WIRELESS #486397938							
VERIZON WIRELESS #48639...	9958026137	03/01/2024	100-4210-63210	Communication Expense	MONTHLY ACCESS CHARGE -..		325.12
					Vendor VERIZON WIRELESS #486397938 Total:		**325.12**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VERIZON WIRELESS #742042583							
VERIZON WIRELESS #74204...	9958066856	03/01/2024	100-4110-63210	Communication Expense	MDM CHARGES - MAR 2024		18.00
VERIZON WIRELESS #74204...	9958066856	03/01/2024	100-4150-63210	Communication Expense	MDM CHARGES - MAR 2024		6.75
VERIZON WIRELESS #74204...	9958066856	03/01/2024	100-4194-63210	Communication Expense	MDM CHARGES - MAR 2024		2.25
VERIZON WIRELESS #74204...	9958066856	03/01/2024	100-4210-63210	Communication Expense	MDM CHARGES - MAR 2024		38.25
VERIZON WIRELESS #74204...	9958066856	03/01/2024	100-4220-63210	Communication Expense	MDM CHARGES - MAR 2024		2.25
VERIZON WIRELESS #74204...	9958066856	03/01/2024	100-4220-63210	Communication Expense	IPAD MDM CHARGES - MAR...		40.01
VERIZON WIRELESS #74204...	9958066856	03/01/2024	100-4240-63210	Communication Expense	IPAD CHARGES - MAR 2024		40.01
VERIZON WIRELESS #74204...	9958066856	03/01/2024	100-4240-63210	Communication Expense	MDM CHARGES - MAR 2024		4.50
VERIZON WIRELESS #74204...	9958066856	03/01/2024	100-4510-63210	Communication Expense	MDM CHARGES - MAR 2024		4.50
VERIZON WIRELESS #74204...	9958066856	03/01/2024	100-4650-63210	Communication Expense	MDM CHARGES - MAR 2024		6.75
VERIZON WIRELESS #74204...	9958066856	03/01/2024	100-4650-63210	Communication Expense	IPAD CHARGES - MAR 2024		80.02
VERIZON WIRELESS #74204...	9958066856	03/01/2024	100-4660-63210	Communication Expense	MDM CHARGES - MAR 2024		2.25
VERIZON WIRELESS #74204...	9958066856	03/01/2024	610-4830-63210	Communication Expense	MDM CHARGES - MAR 2024		2.25
VERIZON WIRELESS #74204...	9958066856	03/01/2024	620-4830-63210	Communication Expense	MDM CHARGES - MAR 2024		11.25
VERIZON WIRELESS #74204...	9958066856	03/01/2024	620-4830-63210	Communication Expense	IPAD CHARGES - MAR 2024		120.03
VERIZON WIRELESS #74204...	9958066856	03/01/2024	650-4830-63210	Communication Expense	MDM CHARGES - MAR 2024		2.25
VERIZON WIRELESS #74204...	9958066856	03/01/2024	680-4830-63210	Communication Expense	MDM CHARGES - MAR 2024		4.50
VERIZON WIRELESS #74204...	9958066856	03/01/2024	680-4830-63210	Communication Expense	IPAD CHARGES - MAR 2024		40.01
VERIZON WIRELESS #74204...	9958066856	03/01/2024	690-4830-63210	Communication Expense	MDM CHARGES - MAR 2024		31.50
VERIZON WIRELESS #74204...	9958066856	03/01/2024	690-4830-63210	Communication Expense	IPAD CHARGES - MAR 2024		720.08
VERIZON WIRELESS #74204...	9958066856	03/01/2024	820-4830-63210	Communication Expense	MDM CHARGES - MAR 2024		4.50
					Vendor VERIZON WIRELESS #742042583 Total:		**1,181.91**
						Grand Total:	**1,389,948.88**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	25,977.18
545 - WATER METER PROJECT	125,277.60
610 - LIQUOR DISPENSARY	7,053.53
620 - WATER UTILITY FUND	875.11
630 - ARENAS - VENUWORKS	170,965.90
640 - MEC - VENUWORKS	70,175.50
650 - TOURIST PARK - VENUWORKS	8,658.75
670 - STORM WATER UTILITY FUND	24,532.50
680 - WASTEWATER UTILITY FUND	478.67
690 - ELECTRIC UTILITY FUND	954,908.29
740 - TRF HEALTH INSURANCE FUND	951.91
820 - GREENWOOD CEMETERY FUND	93.94
Grand Total:	**1,389,948.88**

Account Summary

Account Number	Account Name	Expense Amount
100-4110-63210	Communication Expense	18.00
100-4150-63030	Contracts Expense	575.99
100-4150-63210	Communication Expense	386.88
100-4192-63020	Computer Maintenance…	2,491.00
100-4194-62120	Gas-Oil-Lube	49.46
100-4194-62990	Misc. Operating Expense	13.98
100-4194-63210	Communication Expense	65.11
100-4194-63890	Utilities Expense	36.11
100-4210-62120	Gas-Oil-Lube	1,211.30
100-4210-62210	Equipment Maint & Repa..	75.36
100-4210-62400	Small Tools and Minor E…	147.90
100-4210-63210	Communication Expense	363.37
100-4220-63210	Communication Expense	146.12
100-4220-63890	Utilities Expense	242.30
100-4240-62120	Gas-Oil-Lube	26.39
100-4240-63210	Communication Expense	71.50
100-4312-62120	Gas-Oil-Lube	2,235.45
100-4312-62210	Equipment Maint & Repa..	195.00
100-4312-62260	Signs-Brooms-Paint	16.99
100-4312-62400	Small Tools and Minor E…	2,250.00
100-4312-63210	Communication Expense	41.99
100-4315-62010	Office Supplies	48.00
100-4315-62120	Gas-Oil-Lube	1,377.51
100-4315-63210	Communication Expense	41.98
100-4510-62120	Gas-Oil-Lube	409.39
100-4510-62210	Equipment Maint & Repa..	1,320.00

Account Summary

Account Number	Account Name	Expense Amount
100-4510-62240	Department Maint & Re…	6.99
100-4510-63210	Communication Expense	53.49
100-4550-63890	Utilities Expense	389.60
100-4560-63890	Utilities Expense	293.48
100-4570-63210	Communication Expense	9.99
100-4570-63890	Utilities Expense	442.74
100-4650-62120	Gas-Oil-Lube	54.54
100-4650-63030	Contracts Expense	719.87
100-4650-63210	Communication Expense	193.43
100-4650-64481	FEMA	9,850.00
100-4660-63210	Communication Expense	24.25
100-4670-64500	Senior Citizen Programs	81.72
545-4680-65900	Work in Process-Constru…	125,277.60
610-4830-63210	Communication Expense	157.05
610-4890-63060	Credit Card Fees	6,896.48
620-4830-63210	Communication Expense	316.25
620-4840-62010	Office Supplies	112.00
620-4840-62120	Gas-Oil-Lube	417.12
620-4840-62990	Misc. Operating Expense	9.48
620-4850-62220	Plant Equip Maint & Rep…	4.49
620-4850-62230	Building Maint & Repair	4.59
620-4850-62290	Water Meter Maintenan…	11.18
630-4830-63210	Communication Expense	313.40
630-4930-67200	Operating Transfers	170,652.50
640-4930-67200	Operating Transfers	70,175.50
650-4830-63210	Communication Expense	2.25
650-4930-67200	Operating Transfers	8,656.50
670-4890-63030	Contracts Expense	24,532.50
680-4830-63210	Communication Expense	44.51
680-4830-63890	Utilities Expense	149.63
680-4840-62010	Office Supplies	32.00
680-4840-62120	Gas-Oil-Lube	252.53
690-4810-68400	Purchased Power	947,294.34
690-4830-63210	Communication Expense	1,093.47
690-4840-62010	Office Supplies	128.00
690-4840-62120	Gas-Oil-Lube	989.72
690-4840-62990	Misc. Operating Expense	5.64
690-4850-62350	Power Plant/Dam Maint	93.39
690-4890-64370	Taxes and Licenses	5,303.73
740-20300	Flex Payroll Deductions	951.91
820-4830-63210	Communication Expense	4.50

Account Summary

Account Number	Account Name	Expense Amount
820-4840-62120	Gas-Oil-Lube	89.44
	Grand Total:	**1,389,948.88**

Project Account Summary

Project Account Key		Expense Amount
None		1,389,948.88
	Grand Total:	**1,389,948.88**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT00906 - PYPKT01135 - 2024 03 21 #6 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BLUE CROSS BLUE SHIELD OF MN							
BLUE CROSS BLUE SHIELD O…	INV0001059	03/18/2024	740-4870-63650	Senior Gold BC/BS Monthly …	April Senior Gold Payment		3,162.50
					Vendor BLUE CROSS BLUE SHIELD OF MN Total:		**3,162.50**
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0001054	03/21/2024	740-20150	Payroll Taxes Payable	FED W/H		22,156.45
INTERNAL REVENUE SERVICE	INV0001054	03/21/2024	740-20150	Payroll Taxes Payable	MEDICARE		7,073.02
INTERNAL REVENUE SERVICE	INV0001054	03/21/2024	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		21,320.32
					Vendor INTERNAL REVENUE SERVICE Total:		**50,549.79**
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIRE…	INV0001056	03/18/2024	100-4150-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE…	INV0001056	03/18/2024	100-4220-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE…	INV0001056	03/18/2024	100-4312-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE…	INV0001056	03/18/2024	100-4315-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE…	INV0001056	03/18/2024	100-4510-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE…	INV0001056	03/18/2024	100-4650-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE…	INV0001056	03/18/2024	690-4825-61340	MSRS HCSP	HCSP Retiree		100.00
					Vendor MINNESOTA STATE RETIREMENT SYS Total:		**1,000.00**
Vendor: MINNESOTA TEAMSTERS NO. 320							
MINNESOTA TEAMSTERS N…	INV0001051	03/21/2024	740-24000	Clearing Account	Union Dues		4,190.00
					Vendor MINNESOTA TEAMSTERS NO. 320 Total:		**4,190.00**
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WIT…	INV0001053	03/21/2024	740-20160	State Withholding	State W/H Tax		10,938.38
					Vendor MN DPT OF REVENUE - WITHHOLDING Total:		**10,938.38**
Vendor: P E R A OF MN							
P E R A OF MN	INV0001052	03/21/2024	740-20180	PERA Payable	PERA EE/ER DEF		195.26
P E R A OF MN	INV0001052	03/21/2024	740-20180	PERA Payable	PERA EE/ER P&F		21,059.88
P E R A OF MN	INV0001052	03/21/2024	740-20180	PERA Payable	PERA EE/ER COORD		24,380.33
					Vendor P E R A OF MN Total:		**45,635.47**
Vendor: SUN LIFE FINANCIAL - LIFE							
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	100-4150-61330	Life Insurance	Life Ins Premium		56.95
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	100-4194-61330	Life Insurance	Life Ins Premium		9.35
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	100-4210-61330	Life Insurance	Life Ins Premium		165.75
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	100-4220-61330	Life Insurance	Life Ins Premium		68.85
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	100-4240-61330	Life Insurance	Life Ins Premium		12.75
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	100-4312-61330	Life Insurance	Life Ins Premium		56.10
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	100-4315-61330	Life Insurance	Life Ins Premium		56.10

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	100-4510-61330	Life Insurance	Life Ins Premium		28.05
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	100-4650-61330	Life Insurance	Life Ins Premium		22.10
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	100-4660-61330	Life Insurance	Life Ins Premium		12.75
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	610-4825-61330	Life Insurance	Life Ins Premium		36.04
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	620-4825-61330	Life Insurance	Life Ins Premium		40.80
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	680-4825-61330	Life Insurance	Life Ins Premium		37.40
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	690-4825-61330	Life Insurance	Life Ins Premium		171.70
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	740-24000	Clearing Account	Life Ins Employee		593.15
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	740-4870-63640	Life Insurance - COBRA	Life Ins COBRA		77.80
SUN LIFE FINANCIAL - LIFE	INV0001050	03/21/2024	820-4825-61330	Life Insurance	Life Ins Premium		9.35
						Vendor SUN LIFE FINANCIAL - LIFE Total:	**1,454.99**
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0001047	03/21/2024	740-24000	Clearing Account	Contributions Employee		5,358.53
						Vendor VANTAGEPOINT ICMA Total:	**5,358.53**
Vendor: WEX BANK							
WEX BANK	INV0001049	03/21/2024	740-24000	Clearing Account	HSA		441.70
WEX BANK	INV0001055	03/18/2024	740-20300	Flex Payroll Deductions	Flex Reimbursement		92.22
WEX BANK	INV0001057	03/18/2024	100-4150-61310	Health Insurance	HSA City Contribution		672.12
WEX BANK	INV0001057	03/18/2024	100-4210-61310	Health Insurance	HSA City Contribution		1,516.83
WEX BANK	INV0001057	03/18/2024	100-4220-61310	Health Insurance	HSA City Contribution		672.12
WEX BANK	INV0001057	03/18/2024	100-4312-61310	Health Insurance	HSA City Contribution		844.71
WEX BANK	INV0001057	03/18/2024	100-4315-61310	Health Insurance	HSA City Contribution		448.08
WEX BANK	INV0001057	03/18/2024	100-4510-61310	Health Insurance	HSA City Contribution		620.67
WEX BANK	INV0001057	03/18/2024	610-4825-61310	Health Insurance	HSA City Contribution		620.67
WEX BANK	INV0001057	03/18/2024	680-4825-61310	Health Insurance	HSA City Contribution		844.71
WEX BANK	INV0001057	03/18/2024	690-4825-61310	Health Insurance	HSA City Contribution		1,689.42
WEX BANK	INV0001057	03/18/2024	820-4825-61310	Health Insurance	HSA City Contribution		620.67
WEX BANK	INV0001060	03/18/2024	100-4150-61310	Health Insurance	VEBA City Contribution		224.04
WEX BANK	INV0001060	03/18/2024	100-4210-61310	Health Insurance	VEBA City Contribution		2,361.54
WEX BANK	INV0001060	03/18/2024	100-4220-61310	Health Insurance	VEBA City Contribution		1,465.38
WEX BANK	INV0001060	03/18/2024	100-4240-61310	Health Insurance	VEBA City Contribution		620.67
WEX BANK	INV0001060	03/18/2024	100-4312-61310	Health Insurance	VEBA City Contribution		1,079.95
WEX BANK	INV0001060	03/18/2024	100-4315-61310	Health Insurance	VEBA City Contribution		1,135.96
WEX BANK	INV0001060	03/18/2024	100-4510-61310	Health Insurance	VEBA City Contribution		291.25
WEX BANK	INV0001060	03/18/2024	100-4650-61310	Health Insurance	VEBA City Contribution		844.71
WEX BANK	INV0001060	03/18/2024	100-4660-61310	Health Insurance	VEBA City Contributions		224.04
WEX BANK	INV0001060	03/18/2024	670-4825-61310	Health Insurance	VEBA City Contribution		67.22
WEX BANK	INV0001060	03/18/2024	680-4825-61310	Health Insurance	VEBA City Contribution		1,241.34
WEX BANK	INV0001060	03/18/2024	690-4825-61310	Health Insurance	VEBA City Contribution		4,223.55
WEX BANK	INV0001060	03/18/2024	820-4825-61310	Health Insurance	VEBA City Contribution		11.20
WEX BANK	INV0001061	03/19/2024	740-20300	Flex Payroll Deductions	Flex Reimbursement		152.57
WEX BANK	INV0001062	03/19/2024	740-20300	Flex Payroll Deductions	Flex Reimbursement		38.79

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
WEX BANK	INV0001063	03/19/2024	740-20300	Flex Payroll Deductions	Flex Reimbursement		570.72
						Vendor WEX BANK Total:	**23,636.85**
Vendor: WEX HEALTH INC							
WEX HEALTH INC	INV0001058	03/18/2024	100-4670-62990	Misc. Operating Expense	WEX Administrative Fees - ...		126.50
WEX HEALTH INC	INV0001058	03/18/2024	610-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		11.00
WEX HEALTH INC	INV0001058	03/18/2024	620-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		13.75
WEX HEALTH INC	INV0001058	03/18/2024	680-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		5.50
WEX HEALTH INC	INV0001058	03/18/2024	690-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		46.75
						Vendor WEX HEALTH INC Total:	**203.50**
						Grand Total:	**146,130.01**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		14,537.32
610 - LIQUOR DISPENSARY		667.71
620 - WATER UTILITY FUND		54.55
670 - STORM WATER UTILITY FUND		67.22
680 - WASTEWATER UTILITY FUND		2,128.95
690 - ELECTRIC UTILITY FUND		6,231.42
740 - TRF HEALTH INSURANCE FUND		121,801.62
820 - GREENWOOD CEMETERY FUND		641.22
	Grand Total:	**146,130.01**

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	896.16
100-4150-61330	Life Insurance	56.95
100-4150-61340	MSRS HCSP	200.00
100-4194-61330	Life Insurance	9.35
100-4210-61310	Health Insurance	3,878.37
100-4210-61330	Life Insurance	165.75
100-4220-61310	Health Insurance	2,137.50
100-4220-61330	Life Insurance	68.85
100-4220-61340	MSRS HCSP	200.00
100-4240-61310	Health Insurance	620.67
100-4240-61330	Life Insurance	12.75
100-4312-61310	Health Insurance	1,924.66
100-4312-61330	Life Insurance	56.10
100-4312-61340	MSRS HCSP	200.00
100-4315-61310	Health Insurance	1,584.04
100-4315-61330	Life Insurance	56.10
100-4315-61340	MSRS HCSP	100.00
100-4510-61310	Health Insurance	911.92
100-4510-61330	Life Insurance	28.05
100-4510-61340	MSRS HCSP	100.00
100-4650-61310	Health Insurance	844.71
100-4650-61330	Life Insurance	22.10
100-4650-61340	MSRS HCSP	100.00
100-4660-61310	Health Insurance	224.04
100-4660-61330	Life Insurance	12.75
100-4670-62990	Misc. Operating Expense	126.50
610-4825-61310	Health Insurance	620.67
610-4825-61330	Life Insurance	36.04
610-4840-62990	Misc. Operating Expense	11.00
620-4825-61330	Life Insurance	40.80

Account Summary

Account Number	Account Name	Expense Amount
620-4840-62990	Misc. Operating Expense	13.75
670-4825-61310	Health Insurance	67.22
680-4825-61310	Health Insurance	2,086.05
680-4825-61330	Life Insurance	37.40
680-4840-62990	Misc. Operating Expense	5.50
690-4825-61310	Health Insurance	5,912.97
690-4825-61330	Life Insurance	171.70
690-4825-61340	MSRS HCSP	100.00
690-4840-62990	Misc. Operating Expense	46.75
740-20150	Payroll Taxes Payable	50,549.79
740-20160	State Withholding	10,938.38
740-20180	PERA Payable	45,635.47
740-20300	Flex Payroll Deductions	854.30
740-24000	Clearing Account	10,583.38
740-4870-63640	Life Insurance - COBRA	77.80
740-4870-63650	Senior Gold BC/BS Mont...	3,162.50
820-4825-61310	Health Insurance	631.87
820-4825-61330	Life Insurance	9.35
	Grand Total:	**146,130.01**

Project Account Summary

Project Account Key		Expense Amount
None		146,130.01
	Grand Total:	**146,130.01**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT00908 - 03/18/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3662779	02/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		403.00
						Vendor ARTISAN BEER COMPANY Total:	**403.00**
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPLY	0108080600	03/05/2024	610-4810-62590	Misc. Mdse for Resale	CAN HUGGERS		43.00
						Vendor BELLBOY CORP - BAR SUPPLY Total:	**43.00**
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	0202733600	02/27/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		4,890.00
BELLBOY CORP - LIQUOR	0202771700	02/29/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		5,780.00
BELLBOY CORP - LIQUOR	0202823900	03/05/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		2,253.92
BELLBOY CORP - LIQUOR	0202824500	03/05/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		305.99
						Vendor BELLBOY CORP - LIQUOR Total:	**13,229.91**
Vendor: BEVERAGE WHOLESALERS INC							
BEVERAGE WHOLESALERS I...	315409	02/22/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		824.40
						Vendor BEVERAGE WHOLESALERS INC Total:	**824.40**
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	114580256	02/28/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,071.00
BREAKTHRU BEVERAGE	114665184	03/05/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		1,048.00
BREAKTHRU BEVERAGE	114667165	03/05/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		8,581.48
						Vendor BREAKTHRU BEVERAGE Total:	**10,700.48**
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	2074000611 - 1860669	02/29/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		372.00
C & L DISTRIBUTING	2074000611 - 1860669	02/29/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		573.00
C & L DISTRIBUTING	2074000611 - 1860669	02/29/2024	610-4810-62540	Soft Drinks/Mix for Resale	CREDIT - MIX		-120.30
C & L DISTRIBUTING	2074000611 - 1860669	02/29/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		157.00
						Vendor C & L DISTRIBUTING Total:	**981.70**
Vendor: COCA-COLA BOTTLING COMPANY							
COCA-COLA BOTTLING CO...	4653945	02/01/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		358.50
COCA-COLA BOTTLING CO...	4653976	02/08/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		209.00
COCA-COLA BOTTLING CO...	4688411	02/15/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		228.50
COCA-COLA BOTTLING CO...	4688453	02/22/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		453.50
COCA-COLA BOTTLING CO...	4688492	02/29/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		188.50
						Vendor COCA-COLA BOTTLING COMPANY Total:	**1,438.00**
Vendor: DAHLHEIMER BEVERAGE							
DAHLHEIMER BEVERAGE	2117995	02/19/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		152.00

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
DAHLHEIMER BEVERAGE	2117995	02/19/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		3,738.00
DAHLHEIMER BEVERAGE	2117995	02/19/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		340.70
DAHLHEIMER BEVERAGE	2117995	02/19/2024	610-4810-62590	Misc. Mdse for Resale	PURCHASE - MISC FOR RESA...		74.70
					Vendor DAHLHEIMER BEVERAGE Total:		**4,305.40**
Vendor: JIM HIRT TRUCKING INC							
JIM HIRT TRUCKING INC	FEB 2024	02/28/2024	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - FEB 20...		2,844.66
					Vendor JIM HIRT TRUCKING INC Total:		**2,844.66**
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU...	2488594	02/22/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		400.00
JOHNSON BROTHERS LIQU...	2489769	02/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		5,783.15
JOHNSON BROTHERS LIQU...	2489770	02/26/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		4,646.70
JOHNSON BROTHERS LIQU...	2489771	02/26/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		106.00
JOHNSON BROTHERS LIQU...	2491975	02/28/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		6,754.50
JOHNSON BROTHERS LIQU...	2491976	02/28/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		545.89
JOHNSON BROTHERS LIQU...	2494371	03/04/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,615.50
					Vendor JOHNSON BROTHERS LIQUOR Total:		**19,851.74**
Vendor: MC KINNON COMPANY INC							
MC KINNON COMPANY INC	764312	02/20/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		8,248.10
MC KINNON COMPANY INC	764915	02/23/2024	610-4810-62510	Liquor for Resale	PURCHASE - BEER		614.50
MC KINNON COMPANY INC	765259	02/23/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		2,114.15
MC KINNON COMPANY INC	765505	02/28/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		14,006.95
MC KINNON COMPANY INC	765505	02/28/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		124.80
MC KINNON COMPANY INC	765510	02/28/2024	610-4810-62520	Beer for Resale	CREDIT - BEER		-135.24
					Vendor MC KINNON COMPANY INC Total:		**24,973.26**
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE INC	149060	02/16/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		38.55
NORTHWEST BEVERAGE INC	149060	02/16/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		6,032.60
NORTHWEST BEVERAGE INC	149083	02/19/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		8,107.10
NORTHWEST BEVERAGE INC	149181	02/23/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,350.00
NORTHWEST BEVERAGE INC	149181	02/23/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		4,314.00
NORTHWEST BEVERAGE INC	149199	02/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		4,654.35
					Vendor NORTHWEST BEVERAGE INC Total:		**24,496.60**
Vendor: PEPSI BEVERAGES COMPANY							
PEPSI BEVERAGES COMPANY	20027059	02/22/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		488.45
					Vendor PEPSI BEVERAGES COMPANY Total:		**488.45**
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6743253	02/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		5,549.63
PHILLIPS WINE & SPIRITS	6743254	02/26/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,484.50
					Vendor PHILLIPS WINE & SPIRITS Total:		**7,034.13**
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2451928	03/05/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		4,779.47

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SOUTHERN GLAZERS OF MN	2451928	03/05/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,417.16
SOUTHERN GLAZERS OF MN	5108629	02/29/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		16,094.65
					Vendor SOUTHERN GLAZERS OF MN Total:		**22,291.28**
Vendor: T R F RADIO							
T R F RADIO	35441-1	02/29/2024	610-4880-63490	Advertising	RADIO ADVERTISING - FEB 2…		550.00
					Vendor T R F RADIO Total:		**550.00**
Vendor: THRYV INC							
THRYV INC	110170484 - 2024	02/18/2024	610-4880-63490	Advertising	ADVERTISING - YELLOW PA…		128.52
					Vendor THRYV INC Total:		**128.52**
					Grand Total:		**134,584.53**

Fund Summary

Fund		Expense Amount
610 - LIQUOR DISPENSARY		134,584.53
	Grand Total:	**134,584.53**

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	65,986.34
610-4810-62520	Beer for Resale	53,928.41
610-4810-62530	Wine for Resale	8,619.05
610-4810-62540	Soft Drinks/Mix for Resa...	2,409.85
610-4810-62590	Misc. Mdse for Resale	117.70
610-4810-62610	Freight In (Liquor)	2,844.66
610-4880-63490	Advertising	678.52
	Grand Total:	**134,584.53**

Project Account Summary

Project Account Key		Expense Amount
None		134,584.53
	Grand Total:	**134,584.53**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT00911 - 03/20/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES ..	1ST HALF MAR 2024	03/20/2024	100-4150-62400	Small Tools and Minor Equip	1ST HALF MAR 2024 - OFFIC...		79.62
AMAZON CAPITAL SERVICES ..	1ST HALF MAR 2024	03/20/2024	100-4210-62010	Office Supplies	1ST HALF MAR 2024 - BLUR...		50.99
AMAZON CAPITAL SERVICES ..	1ST HALF MAR 2024	03/20/2024	100-4210-62420	Computer Equipment	1ST HALF MAR 2024 - RETU...		-349.99
AMAZON CAPITAL SERVICES ..	1ST HALF MAR 2024	03/20/2024	100-4220-62990	Misc. Operating Expense	1ST HALF MAR 2024 - OFFIC...		50.56
AMAZON CAPITAL SERVICES ..	1ST HALF MAR 2024	03/20/2024	100-4650-62010	Office Supplies	1ST HALF MAR 2024 - OFFIC...		159.75
AMAZON CAPITAL SERVICES ..	1ST HALF MAR 2024	03/20/2024	100-4660-62010	Office Supplies	1ST HALF MAR 2024 - OFFIC...		79.62
AMAZON CAPITAL SERVICES ..	1ST HALF MAR 2024	03/20/2024	100-4670-64530	Public Safety Grant Expenses	1ST HALF MAR 2024 - HEAD...		506.00
AMAZON CAPITAL SERVICES ..	1ST HALF MAR 2024	03/20/2024	100-4670-64530	Public Safety Grant Expenses	1ST HALF MAR 2024 - HEAD...		510.20
AMAZON CAPITAL SERVICES ..	1ST HALF MAR 2024	03/20/2024	690-4840-62990	Misc. Operating Expense	1ST HALF MAR 2024 - FIRST...		39.12
AMAZON CAPITAL SERVICES ..	1ST HALF MAR 2024	03/20/2024	690-4850-62350	Power Plant/Dam Maint	1ST HALF MAR 2024 - REPO...		49.95
						Vendor AMAZON CAPITAL SERVICES INC Total:	**1,175.82**
Vendor: BUREAU OF CRIMINAL APPREHENSION							
BUREAU OF CRIMINAL APP...	00000785312	03/11/2024	100-4160-63040	Legal Fees	2024 ANNUAL CJDN REMOT...		780.00
						Vendor BUREAU OF CRIMINAL APPREHENSION Total:	**780.00**
Vendor: EAZY PACK N SHIP							
EAZY PACK N SHIP	13943	02/06/2024	620-4840-62170	Field Supplies	SHIPPING - STATE SAMPLES		201.60
EAZY PACK N SHIP	14055	02/22/2024	100-4210-62990	Misc. Operating Expense	SHIPPING CHARGES - FEB 2...		30.95
EAZY PACK N SHIP	14073	02/26/2024	620-4840-62170	Field Supplies	SHIPPING CHARGES - FEB 2...		21.10
						Vendor EAZY PACK N SHIP Total:	**253.65**
Vendor: PENNINGTON CO HUMANE SOCIETY							
PENNINGTON CO HUMANE ...	MAR 2024	03/20/2024	100-4210-63100	Animal Control	ANIMAL CONTROL SERVICES..		1,400.00
						Vendor PENNINGTON CO HUMANE SOCIETY Total:	**1,400.00**
Vendor: U S ARMY CORP OF ENGINEERS - ST PAUL DISTRICT							
U S ARMY CORP OF ENGINE...	12 21 23 - #602	03/20/2024	620-4890-63110	Consulting Fees	FCSA - THIEF RIVER FALLS R...		91,105.00
						Vendor U S ARMY CORP OF ENGINEERS - ST PAUL DISTRICT Total:	**91,105.00**
						Grand Total:	**94,714.47**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		3,297.70
620 - WATER UTILITY FUND		91,327.70
690 - ELECTRIC UTILITY FUND		89.07
	Grand Total:	**94,714.47**

Account Summary

Account Number	Account Name	Expense Amount
100-4150-62400	Small Tools and Minor E...	79.62
100-4160-63040	Legal Fees	780.00
100-4210-62010	Office Supplies	50.99
100-4210-62420	Computer Equipment	-349.99
100-4210-62990	Misc. Operating Expense	30.95
100-4210-63100	Animal Control	1,400.00
100-4220-62990	Misc. Operating Expense	50.56
100-4650-62010	Office Supplies	159.75
100-4660-62010	Office Supplies	79.62
100-4670-64530	Public Safety Grant Expe...	1,016.20
620-4840-62170	Field Supplies	222.70
620-4890-63110	Consulting Fees	91,105.00
690-4840-62990	Misc. Operating Expense	39.12
690-4850-62350	Power Plant/Dam Maint	49.95
	Grand Total:	**94,714.47**

Project Account Summary

Project Account Key		Expense Amount
None		94,714.47
	Grand Total:	**94,714.47**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT00913 - 03/25/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: 14 LAKES CRAFT BREWING CO							
14 LAKES CRAFT BREWING ...	503483	03/01/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		390.00
					Vendor 14 LAKES CRAFT BREWING CO Total:		**390.00**
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	1868273	03/14/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		452.00
C & L DISTRIBUTING	1868273	03/14/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		60.00
					Vendor C & L DISTRIBUTING Total:		**512.00**
Vendor: CORE-MARK MIDCONTINENT INC							
CORE-MARK MIDCONTINEN...	1468984	02/29/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		44.66
CORE-MARK MIDCONTINEN...	1468984	02/29/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - TOBACCO		3,191.26
					Vendor CORE-MARK MIDCONTINENT INC Total:		**3,235.92**
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU...	2494064	03/04/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		235.50
JOHNSON BROTHERS LIQU...	2494111	03/04/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		82.32
JOHNSON BROTHERS LIQU...	2496384	03/06/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,060.00
JOHNSON BROTHERS LIQU...	2496385	03/06/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		416.00
					Vendor JOHNSON BROTHERS LIQUOR Total:		**1,793.82**
Vendor: LEIGHTON BROADCASTING							
LEIGHTON BROADCASTING	230508-1	02/29/2024	610-4880-63490	Advertising	RADIO ADVERTISING - FEB 2...		540.00
LEIGHTON BROADCASTING	230509-1	02/29/2024	610-4880-63490	Advertising	RADIO ADVERTISING - FEB 2...		432.00
					Vendor LEIGHTON BROADCASTING Total:		**972.00**
Vendor: PAUSTIS WINE COMPANY							
PAUSTIS WINE COMPANY	230280	03/06/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		2,090.00
PAUSTIS WINE COMPANY	230280	03/06/2024	610-4810-62610	Freight In (Liquor)	FRDIGHT CHARGES		30.00
					Vendor PAUSTIS WINE COMPANY Total:		**2,120.00**
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6748441	03/06/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		270.00
					Vendor PHILLIPS WINE & SPIRITS Total:		**270.00**
Vendor: THIEF RIVER FALLS TIMES							
THIEF RIVER FALLS TIMES	137 - FEB 2024	02/29/2024	610-4810-62590	Misc. Mdse for Resale	NEWSPAPERS		79.20
THIEF RIVER FALLS TIMES	137 - FEB 2024	02/29/2024	610-4880-63490	Advertising	ADS - PUZZLE BOOK		458.50
					Vendor THIEF RIVER FALLS TIMES Total:		**537.70**
					Grand Total:		**9,831.44**

Fund Summary

Fund		Expense Amount
610 - LIQUOR DISPENSARY		9,831.44
	Grand Total:	**9,831.44**

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	1,647.82
610-4810-62520	Beer for Resale	842.00
610-4810-62530	Wine for Resale	2,506.00
610-4810-62540	Soft Drinks/Mix for Resa…	3,295.92
610-4810-62590	Misc. Mdse for Resale	79.20
610-4810-62610	Freight In (Liquor)	30.00
610-4880-63490	Advertising	1,430.50
	Grand Total:	**9,831.44**

Project Account Summary

Project Account Key		Expense Amount
None		9,831.44
	Grand Total:	**9,831.44**

Council Approval Register

Packet: APPKT00915 - 03/26/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ARAMARK UNIFORM & CAREER APPAREL GROUP INC							
ARAMARK UNIFORM & CAR…	2630260753	03/19/2024	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - 03/19/…		85.13
					Vendor ARAMARK UNIFORM & CAREER APPAREL GROUP INC Total:		**85.13**
Vendor: DELTA ELECTRONICS (USA) INC							
DELTA ELECTRONICS (USA) …	9118326470	01/25/2024	690-4850-62350	Power Plant/Dam Maint	REPAIR - BATTERY PACK CH…		616.00
					Vendor DELTA ELECTRONICS (USA) INC Total:		**616.00**
Vendor: ELAN FINANCIAL SERVICES							
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4150-64400	Travel, Conference, School	02/17/24 - 03/18/24 STMT -…		373.00
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4150-64400	Travel, Conference, School	02/17/24 - 03/18/24 STMT -…		28.57
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4150-64400	Travel, Conference, School	02/17/24 - 03/18/24 STMT -…		338.00
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4150-64400	Travel, Conference, School	02/17/24 - 03/18/24 STMT -…		22.99
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4192-63020	Computer Maintenance & li…	02/17/24 - 03/18/24 STMT -…		38.48
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4194-62990	Misc. Operating Expense	02/17/24 - 03/18/24 STMT -…		88.50
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4210-62990	Misc. Operating Expense	02/17/24 - 03/18/24 STMT -…		69.99
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4210-62990	Misc. Operating Expense	02/17/24 - 03/18/24 STMT -…		0.99
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4210-62990	Misc. Operating Expense	02/17/24 - 03/18/24 STMT -…		114.99
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4210-62990	Misc. Operating Expense	02/17/24 - 03/18/24 STMT -…		119.40
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4210-63020	Computer Maintenance & li…	02/17/24 - 03/18/24 STMT -…		164.00
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4210-63320	Training Expense	02/17/24 - 03/18/24 STMT -…		-1,090.00
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4210-63320	Training Expense	02/17/24 - 03/18/24 STMT -…		1,090.00
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4220-63590	Printing & Publications	02/17/24 - 03/18/24 STMT -…		83.50
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4220-64400	Travel, Conference, School	02/17/24 - 03/18/24 STMT -…		37.37
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4240-64400	Travel, Conference, School	02/17/24 - 03/18/24 STMT -…		85.00
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4315-62010	Office Supplies	02/17/24 - 03/18/24 STMT -…		13.49
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	100-4670-62010	Office Supplies	02/17/24 - 03/18/24 STMT -…		91.29
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	620-4840-62010	Office Supplies	02/17/24 - 03/18/24 STMT -…		31.48
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	680-4840-62010	Office Supplies	02/17/24 - 03/18/24 STMT -…		9.00
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	690-4840-62010	Office Supplies	02/17/24 - 03/18/24 STMT -…		35.98
ELAN FINANCIAL SERVICES	MAR 2024 STMT	03/18/2024	690-4840-62990	Misc. Operating Expense	02/17/24 - 03/18/24 STMT -…		8.00
					Vendor ELAN FINANCIAL SERVICES Total:		**1,754.02**
Vendor: MINNESOTA ENERGY GROUP-00002							
MINNESOTA ENERGY GROU…	4955488900	03/15/2024	100-4312-63890	Utilities Expense	GAS METER READING - FEB …		467.39
MINNESOTA ENERGY GROU…	4955488900	03/15/2024	100-4315-63890	Utilities Expense	GAS METER READING - FEB …		312.76
MINNESOTA ENERGY GROU…	4955488900	03/15/2024	100-4510-63890	Utilities Expense	GAS METER READING - FEB …		134.04
MINNESOTA ENERGY GROU…	4955488900	03/15/2024	100-4510-63890	Utilities Expense	GAS METER READING - FEB …		101.93
					Vendor MINNESOTA ENERGY GROUP-00002 Total:		**1,016.12**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MN DPT OF REVENUE - SALES/USE TAX							
MN DPT OF REVENUE - SAL...	FEB 2024 - GEN	03/21/2024	100-20220	Sales Tax Payable	SALES TAX - FEB 2024		4.00
MN DPT OF REVENUE - SAL...	FEB 2024 - LQR	03/21/2024	610-20220	Sales Tax Payable	SALES TAX - FEB 2024		32,182.00
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-20220	Sales Tax Payable	SALES / USE TAX - FEB 2024		11,530.47
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-4192-63020	Computer Maintenance & li...	SALES / USE TAX - FEB 2024		-87.66
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-4312-62230	Building Maint & Repair	SALES / USE TAX - FEB 2024		-3.96
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-4312-62230	Building Maint & Repair	SALES / USE TAX - FEB 2024		-3.96
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-4315-62210	Equipment Maint & Repair	SALES / USE TAX - FEB 2024		68.97
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-4315-62210	Equipment Maint & Repair	SALES / USE TAX - FEB 2024		14.30
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-4315-62210	Equipment Maint & Repair	SALES / USE TAX - FEB 2024		68.97
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-4315-62230	Building Maint & Repair	SALES / USE TAX - FEB 2024		0.20
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-4315-62880	Personal Protective Equipm...	SALES / USE TAX - FEB 2024		8.25
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-4315-62880	Personal Protective Equipm...	SALES / USE TAX - FEB 2024		8.25
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-4315-62880	Personal Protective Equipm...	SALES / USE TAX - FEB 2024		2.20
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-4315-62990	Misc. Operating Expense	SALES / USE TAX - FEB 2024		1.81
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	100-4670-62010	Office Supplies	SALES / USE TAX - FEB 2024		-26.11
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	610-4840-62140	Off Sale Supplies	SALES / USE TAX - FEB 2024		2.40
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	610-4840-62140	Off Sale Supplies	SALES / USE TAX - FEB 2024		9.66
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	610-4840-62140	Off Sale Supplies	SALES / USE TAX - FEB 2024		9.66
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	610-4840-62990	Misc. Operating Expense	SALES / USE TAX - FEB 2024		2.90
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	610-4840-62990	Misc. Operating Expense	SALES / USE TAX - FEB 2024		2.90
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	610-4840-62990	Misc. Operating Expense	SALES / USE TAX - FEB 2024		4.78
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	610-4850-62230	Building Maint & Repair	SALES / USE TAX - FEB 2024		33.98
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	610-4850-62230	Building Maint & Repair	SALES / USE TAX - FEB 2024		33.98
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	610-4850-62230	Building Maint & Repair	SALES / USE TAX - FEB 2024		5.05
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	620-20220	Sales Tax Payable	SALES / USE TAX - FEB 2024		3,100.25
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	620-4840-62170	Field Supplies	SALES / USE TAX - FEB 2024		-7.20
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	620-4840-62990	Misc. Operating Expense	SALES / USE TAX - FEB 2024		-1.36
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	620-4840-62990	Misc. Operating Expense	SALES / USE TAX - FEB 2024		-1.36
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	620-4850-62200	System Expense	SALES / USE TAX - FEB 2024		-4.39
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	620-4850-62200	System Expense	SALES / USE TAX - FEB 2024		-4.39
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	620-4850-62210	Equipment Maint & Repair	SALES / USE TAX - FEB 2024		67.03
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	620-4850-62230	Building Maint & Repair	SALES / USE TAX - FEB 2024		-103.67
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	620-4850-62230	Building Maint & Repair	SALES / USE TAX - FEB 2024		-103.67
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	680-4850-62220	Lift Station and Pond Maint...	SALES / USE TAX - FEB 2024		-182.56
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	680-4850-62220	Lift Station and Pond Maint...	SALES / USE TAX - FEB 2024		-182.56
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-14100	Inventory - Materials	SALES / USE TAX - FEB 2024		-128.07
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-14100	Inventory - Materials	SALES / USE TAX - FEB 2024		38.30
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-14100	Inventory - Materials	SALES / USE TAX - FEB 2024		-128.07
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-20220	Sales Tax Payable	SALES / USE TAX - FEB 2024		68,586.43
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4840-62010	Office Supplies	SALES / USE TAX - FEB 2024		0.91
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4840-62010	Office Supplies	SALES / USE TAX - FEB 2024		5.68
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4840-62010	Office Supplies	SALES / USE TAX - FEB 2024		5.68
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4840-62880	Personal Protective Equipm...	SALES / USE TAX - FEB 2024		16.53

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4840-62990	Misc. Operating Expense	SALES / USE TAX - FEB 2024		50.64
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4840-62990	Misc. Operating Expense	SALES / USE TAX - FEB 2024		50.64
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4840-62990	Misc. Operating Expense	SALES / USE TAX - FEB 2024		52.37
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4850-62210	Equipment Maint & Repair	SALES / USE TAX - FEB 2024		137.71
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4850-62210	Equipment Maint & Repair	SALES / USE TAX - FEB 2024		3.37
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4850-62210	Equipment Maint & Repair	SALES / USE TAX - FEB 2024		3.37
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4850-62230	Building Maint & Repair	SALES / USE TAX - FEB 2024		1.81
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4850-62350	Power Plant/Dam Maint	SALES / USE TAX - FEB 2024		210.15
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4850-62350	Power Plant/Dam Maint	SALES / USE TAX - FEB 2024		26.31
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4850-62350	Power Plant/Dam Maint	SALES / USE TAX - FEB 2024		26.31
MN DPT OF REVENUE - SAL...	FEB 2024	03/21/2024	690-4890-63030	Contracts Expense	SALES / USE TAX - FEB 2024		7.77
					Vendor MN DPT OF REVENUE - SALES/USE TAX Total:		**115,417.00**
Vendor: U S POSTMASTER							
U S POSTMASTER	APR 2024	03/26/2024	100-4315-62010	Office Supplies	POSTAGE - APR 2024 UTILIT...		285.60
U S POSTMASTER	APR 2024	03/26/2024	620-4840-62010	Office Supplies	POSTAGE - APR 2024 UTILIT...		666.39
U S POSTMASTER	APR 2024	03/26/2024	680-4840-62010	Office Supplies	POSTAGE - APR 2024 UTILIT...		190.40
U S POSTMASTER	APR 2024	03/26/2024	690-4840-62010	Office Supplies	POSTAGE - APR 2024 UTILIT...		761.59
					Vendor U S POSTMASTER Total:		**1,903.98**
					Grand Total:		**120,792.25**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		14,557.01
610 - LIQUOR DISPENSARY		32,287.31
620 - WATER UTILITY FUND		3,724.24
680 - WASTEWATER UTILITY FUND		-165.72
690 - ELECTRIC UTILITY FUND		70,389.41
	Grand Total:	**120,792.25**

Account Summary

Account Number	Account Name	Expense Amount
100-20220	Sales Tax Payable	11,534.47
100-4150-64400	Travel, Conference, Sch…	762.56
100-4192-63020	Computer Maintenance…	-49.18
100-4194-62990	Misc. Operating Expense	88.50
100-4210-62990	Misc. Operating Expense	305.37
100-4210-63020	Computer Maintenance…	164.00
100-4210-63320	Training Expense	0.00
100-4220-63590	Printing & Publications	83.50
100-4220-64400	Travel, Conference, Sch…	37.37
100-4240-64400	Travel, Conference, Sch…	85.00
100-4312-62230	Building Maint & Repair	-7.92
100-4312-63890	Utilities Expense	467.39
100-4315-62010	Office Supplies	299.09
100-4315-62210	Equipment Maint & Repa..	152.24
100-4315-62230	Building Maint & Repair	0.20
100-4315-62880	Personal Protective Equi…	18.70
100-4315-62990	Misc. Operating Expense	1.81
100-4315-63890	Utilities Expense	312.76
100-4510-63890	Utilities Expense	235.97
100-4670-62010	Office Supplies	65.18
610-20220	Sales Tax Payable	32,182.00
610-4840-62140	Off Sale Supplies	21.72
610-4840-62990	Misc. Operating Expense	10.58
610-4850-62230	Building Maint & Repair	73.01
620-20220	Sales Tax Payable	3,100.25
620-4840-62010	Office Supplies	697.87
620-4840-62170	Field Supplies	-7.20
620-4840-62990	Misc. Operating Expense	-2.72
620-4850-62200	System Expense	-8.78
620-4850-62210	Equipment Maint & Repa..	67.03
620-4850-62230	Building Maint & Repair	-207.34
620-4890-63030	Contracts Expense	85.13
680-4840-62010	Office Supplies	199.40

Account Summary

Account Number	Account Name	Expense Amount
680-4850-62220	Lift Station and Pond Ma...	-365.12
690-14100	Inventory - Materials	-217.84
690-20220	Sales Tax Payable	68,586.43
690-4840-62010	Office Supplies	809.84
690-4840-62880	Personal Protective Equi...	16.53
690-4840-62990	Misc. Operating Expense	161.65
690-4850-62210	Equipment Maint & Repa..	144.45
690-4850-62230	Building Maint & Repair	1.81
690-4850-62350	Power Plant/Dam Maint	878.77
690-4890-63030	Contracts Expense	7.77
	Grand Total:	**120,792.25**

Project Account Summary

Project Account Key		Expense Amount
None		120,792.25
	Grand Total:	**120,792.25**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT00918 - 04/02/24 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ADVANCED ELEMENTS OPERATIONAL TECHNOLOGY LLC							
ADVANCED ELEMENTS OPE…	93270	03/12/2024	620-4890-63110	Consulting Fees	PROF SRVCS - SCADA UPGR…		640.25
ADVANCED ELEMENTS OPE…	93410	03/12/2024	620-4890-63110	Consulting Fees	PROF SRVCS - SCADA CYBER…		223.00
				Vendor ADVANCED ELEMENTS OPERATIONAL TECHNOLOGY LLC Total:			**863.25**
Vendor: AQUA PURE INC							
AQUA PURE INC	TRFMN2404	03/13/2024	620-4840-62160	Chemicals	CHEMICALS		2,607.00
					Vendor AQUA PURE INC Total:		**2,607.00**
Vendor: BRADY MEUNIER							
BRADY MEUNIER	REIMB 03 16 24	03/16/2024	100-4210-62880	Personal Protective Equipm…	REIMBURSE - CLOTHING AL…		177.00
					Vendor BRADY MEUNIER Total:		**177.00**
Vendor: DANA C KLOS							
DANA C KLOS	03 23 24	03/23/2024	100-4210-63020	Computer Maintenance & li…	CRITTER REMOVAL SERVICE…		30.00
					Vendor DANA C KLOS Total:		**30.00**
Vendor: EMERGENCY APPARATUS MAINT INC							
EMERGENCY APPARATUS …	131547	03/19/2024	100-4220-62210	Equipment Maint & Repair	E'13 LIGHT REPAIR		62.17
					Vendor EMERGENCY APPARATUS MAINT INC Total:		**62.17**
Vendor: GALLS LLC							
GALLS LLC	027411504	03/19/2024	100-4210-62990	Misc. Operating Expense	FLASHLIGHT		128.99
					Vendor GALLS LLC Total:		**128.99**
Vendor: GRAYMONT WESTERN CANADA INC							
GRAYMONT WESTERN CAN…	3-414000	03/11/2024	620-4840-62160	Chemicals	CHEMICALS		9,400.10
					Vendor GRAYMONT WESTERN CANADA INC Total:		**9,400.10**
Vendor: HOLLY ANN ECKSTEIN							
HOLLY ANN ECKSTEIN	1005	03/20/2024	100-4150-63030	Contracts Expense	PAYROLL SERVICES - 03/06/…		1,650.00
					Vendor HOLLY ANN ECKSTEIN Total:		**1,650.00**
Vendor: INNOVATIVE OFFICE SOLUTIONS LL							
INNOVATIVE OFFICE SOLUT…	IN4483134	03/08/2024	100-4670-62010	Office Supplies	OFFICE SUPPLIES		222.72
					Vendor INNOVATIVE OFFICE SOLUTIONS LL Total:		**222.72**
Vendor: LEAH WALKER							
LEAH WALKER	530003	03/26/2024	100-4220-64400	Travel, Conference, School	COOKIES - RURAL FIRE ASS…		20.00
					Vendor LEAH WALKER Total:		**20.00**
Vendor: MARCO TECHNOLOGIES LLC NW 7128							
MARCO TECHNOLOGIES LLC…	inv12324435	03/25/2024	690-4890-63030	Contracts Expense	COPIER CONTRACT 11/10/2…		8.20
					Vendor MARCO TECHNOLOGIES LLC NW 7128 Total:		**8.20**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MIKES AUTOMOTIVE CENTER INC							
MIKES AUTOMOTIVE CENTE...	5798	03/19/2024	100-4510-62210	Equipment Maint & Repair	LAWN MOWER TIRES		558.00
MIKES AUTOMOTIVE CENTE...	5805	03/22/2024	100-4510-62210	Equipment Maint & Repair	DISMOUNT OF MOWER TIR...		32.05
					Vendor MIKES AUTOMOTIVE CENTER INC Total:		**590.05**
Vendor: NELSON EQUIPMENT OF T R F INC							
NELSON EQUIPMENT OF T R...	CT147966	03/14/2024	100-4312-62210	Equipment Maint & Repair	PIPE		10.66
					Vendor NELSON EQUIPMENT OF T R F INC Total:		**10.66**
Vendor: NORTH SHORE ANALYTICAL INC							
NORTH SHORE ANALYTICAL ...	14637	03/14/2024	680-4840-62170	Field Supplies	LAB ANALYSIS - WW SAMPL...		125.00
					Vendor NORTH SHORE ANALYTICAL INC Total:		**125.00**
Vendor: REVOLUTION MATERIALS (IN) LLC							
REVOLUTION MATERIALS (I...	45790-JAD	03/27/2024	100-4315-62590	Misc. Mdse for Resale	PRINTED GARBAGE BAGS		35,700.00
					Vendor REVOLUTION MATERIALS (IN) LLC Total:		**35,700.00**
Vendor: RICHARD BAKER							
RICHARD BAKER	REIMB 03 20 24	03/20/2024	100-4660-64400	Travel, Conference, School	REIMBURSE - LUNCH EXPEN...		20.00
					Vendor RICHARD BAKER Total:		**20.00**
Vendor: SHOAN J NELSON							
SHOAN J NELSON	642180	03/06/2024	620-4850-62230	Building Maint & Repair	WTP DOOR REPAIR		110.00
					Vendor SHOAN J NELSON Total:		**110.00**
Vendor: SORVIG OIL INC							
SORVIG OIL INC	23930	03/11/2024	100-4315-62120	Gas-Oil-Lube	KEROSENE - WASH BAY		125.00
					Vendor SORVIG OIL INC Total:		**125.00**
Vendor: STEVEN O KVASAGER							
STEVEN O KVASAGER	002594	03/26/2024	690-4850-62350	Power Plant/Dam Maint	FIRE ALARM MONITORING -...		19.50
STEVEN O KVASAGER	002595	03/26/2024	690-4890-63030	Contracts Expense	FIRE ALARM MONITORING -...		19.50
					Vendor STEVEN O KVASAGER Total:		**39.00**
Vendor: STREICHERS							
STREICHERS	I4688967	03/19/2024	100-4210-62880	Personal Protective Equipm...	UNIFORM ITEMS		205.97
					Vendor STREICHERS Total:		**205.97**
Vendor: TROY HOGLO							
TROY HOGLO	100	03/10/2024	100-4315-62210	Equipment Maint & Repair	TIRE CHAINS		200.00
					Vendor TROY HOGLO Total:		**200.00**
Vendor: VENUWORKS OF THIEF RIVER FALLS							
VENUWORKS OF THIEF RIV...	805	03/19/2024	100-4140-62010	Office Supplies	MEALS EXPENSE - PRES PRI...		593.24
					Vendor VENUWORKS OF THIEF RIVER FALLS Total:		**593.24**
Vendor: WIDSETH SMITH NOLTING ASC INC							
WIDSETH SMITH NOLTING ...	229386	03/15/2024	505-4680-65920	Work in Process - Eng/Archt...	PROF SRVCS - 2024 FED FU...		16,462.50
WIDSETH SMITH NOLTING ...	229387	03/15/2024	505-4680-65920	Work in Process - Eng/Archt...	PROF SRVCS - 2024 LOCAL ...		2,388.75
					Vendor WIDSETH SMITH NOLTING ASC INC Total:		**18,851.25**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ZIEGLER INC							
ZIEGLER INC	IN001394423	03/08/2024	680-4890-63030	Contracts Expense	GENERATOR MNTCE LIFT #7…		6,866.34
						Vendor ZIEGLER INC Total:	**6,866.34**
						Grand Total:	**78,605.94**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		39,735.80
505 - 2024 ST AND UTILITY PROJECT		18,851.25
620 - WATER UTILITY FUND		12,980.35
680 - WASTEWATER UTILITY FUND		6,991.34
690 - ELECTRIC UTILITY FUND		47.20
	Grand Total:	**78,605.94**

Account Summary

Account Number	Account Name	Expense Amount
100-4140-62010	Office Supplies	593.24
100-4150-63030	Contracts Expense	1,650.00
100-4210-62880	Personal Protective Equi…	382.97
100-4210-62990	Misc. Operating Expense	128.99
100-4210-63020	Computer Maintenance…	30.00
100-4220-62210	Equipment Maint & Repa..	62.17
100-4220-64400	Travel, Conference, Sch…	20.00
100-4312-62210	Equipment Maint & Repa..	10.66
100-4315-62120	Gas-Oil-Lube	125.00
100-4315-62210	Equipment Maint & Repa..	200.00
100-4315-62590	Misc. Mdse for Resale	35,700.00
100-4510-62210	Equipment Maint & Repa..	590.05
100-4660-64400	Travel, Conference, Sch…	20.00
100-4670-62010	Office Supplies	222.72
505-4680-65920	Work in Process - Eng/Ar…	18,851.25
620-4840-62160	Chemicals	12,007.10
620-4850-62230	Building Maint & Repair	110.00
620-4890-63110	Consulting Fees	863.25
680-4840-62170	Field Supplies	125.00
680-4890-63030	Contracts Expense	6,866.34
690-4850-62350	Power Plant/Dam Maint	19.50
690-4890-63030	Contracts Expense	27.70
	Grand Total:	**78,605.94**

Project Account Summary

Project Account Key		Expense Amount
None		78,605.94
	Grand Total:	**78,605.94**

City of Thief River Falls

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

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

Request for Council Action

DATE: 4/2/2024

SUBJECT: #8.1 Approval of TRF Police Department to purchase 2 Microsoft Surface Pro Tablets for the Chief and Deputy Chief cars.

RECOMMENDATION: It is respectfully requested that the Council consider the Committee of the Whole recommendation:

MOTION TO: Approval of TRF Police Department to purchase of 2 Microsoft Surface Pro Tablets for the Chief and Deputy Chief cars using Public Safety Aid Funds in the amount of $3,340 from SHI.

BACKGROUND: With Pro Phoenix (CAD/RMS system) the Chief and Deputy Chief will be able to utilize the Microsoft Surface Pro tablets in the cars to view calls for service, track officer activity, and have access to all records similar to the capabilities of the patrol vehicles without having to purchase more expensive Toughbook type computers. Furthermore, it will replace existing aging laptops.

KEY ISSUES: Public safety consented to the purchase of the 2 Microsoft surface pro tablets.

FINANCIAL CONSIDERATIONS: It is respectfully requested that the $3,340 will be taken from the Public Safety Aid funds.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Deputy Chief Mike Roff

ATTACHMENTS:
None

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Request for Council Action

DATE: 4/2/2024

SUBJECT: #8.2 Approval of TRF Police Department to purchase new office desks for the TRF Police Dept to include 2 additional workstations in the PD Squad room.

RECOMMENDATION: It is respectfully requested that the Council consider the following Committee of the Whole recommendation:

MOTION TO: Approval of TRF Police Department to purchase of new office desks for the TRF Police Dept. from Amazon in the amount of $6585; also 2 additional workstations in the PD Squad room from Now Micro, Inc. in the amount of $2070 for a total of $8655.

BACKGROUND: The Police department would like to purchase a total of 7 new desks, and 2 new computers to replace broken and worn-out office furniture. This would also allow us to create 2 additional workstations and allow officers to have personal space to work on cases, do paperwork, and store case information. Each workstation will be shared between 2 officers allowing for a more conducive working environment. 4 desks will be placed in the Squad room, along with new desks for the Chief, Deputy Chief, and Juvenile Investigator.

KEY ISSUES: This was discussed at the Committee of the Whole and it was recommended to be brought to the Council for approval.

FINANCIAL CONSIDERATIONS: It is respectfully requested that the $8,655 will be taken from the Public Safety Aid funds.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Deputy Chief Mike Roff

ATTACHMENTS:
None

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Request for Council Action

DATE: 4/2/2024

SUBJECT: #8.3 Approve Public Safety Aid Purchase for the purchase of car fire blankets, cordless extrication tool, cordless positive pressure fan, and class B foam.

RECOMMENDATION: It is respectfully requested that the Council consider the following Committee of the Whole recommendation:

MOTION TO: Approve future spending around $22,932 from the Public Safety Aid money for the purchase of car fire blankets, cordless extrication tool, cordless positive pressure fan, and class B foam.

BACKGROUND: The Fire Department is updating and improving existing equipment inventory.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: Public Safety Aid

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Rick Beier - Fire Chief

ATTACHMENTS:
None

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Request for Council Action

DATE: 4/2/2024

SUBJECT: #8.4 To Accept the awarded grant from the 2024 James Metzen Mighty Ducks Grant Program

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

MOTION TO: To accept the awarded grant from the 2024 James Metzen Mighty Ducks Grant Program in the amount of $166,367 for the Ice plant project at the Ralph Engelstad Arena and Huck Olson Memorial Civic Center. And to authorize the Mayor and City Administrator to sign and send the documents.

BACKGROUND: The City of Thief River Falls applied for the 2024 James Metzen Mighty Ducks Grant program due to the Ice Plant project with the Ralph Engelstad Arena and the Huck Olson Memorial Civic Center. The Ice Plant project consists of the replacement of the phased out R22 system to a Co2 ice plant system.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	Mighty Ducks Grant Award_001

MINNESOTA AMATEUR SPORTS COMMISSION

MINNESOTA AMATEUR SPORTS COMMISSION

James Metzen Mighty Ducks Grant Program Award Resolution

(March 13, 2024)

WHEREAS the Minnesota Legislature authorized the Minnesota Amateur Sports Commission (MASC) to administer the $2.0 million James Metzen Mighty Ducks Grant Program as per the 2020 Laws of Minnesota 240A.09, and

WHEREAS the MASC was authorized to award grants for arena air quality and R-22 replacement, and

WHEREAS the MASC awarded 10 grant applications totaling $1,115,365 in 2021, and

WHEREAS the MASC published a Grant Request for Proposal in the State Register on December 18, 2023, with a February 13, 2024, deadline, and

WHEREAS, the MASC Mighty Ducks Grant Committee has reviewed the 12 applicants totaling **$2,632,307** in requests and recommends the following to the MASC.

THEREFORE, BE IT RESOLVED that the following James Metzen Mighty Ducks Grants be awarded to 7 applicants in the total amount of **$884,635**:

ISD-700	$25,000
La Crescent, City of	$27,800
Moose Lake, City of	$166,367
Hastings, City of	$166,367
Mankato, City of	$166,367
Apple Valley, City of	$166,367
Thief River Falls, City of	$166,367

THEREFORE, BE IT FURTHER RESOLVED that the grant awards are conditional upon applicants meeting MASC and the State of Minnesota laws and guidelines as well as the Capital Grants Manual prepared by Minnesota Management and Budget (MMB) in cooperation with the Department of Administration, Department of Employment and Economic Development, and Department of Education.

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Request for Council Action

DATE: 4/2/2024

SUBJECT: #8.5 Call for the Second Reading to Amend City Code Chapter 152.087.2 Excluded Signs of a governmental body.

RECOMMENDATION: It is respectfully requested that the Council consider the following Planning Commission recommendation:

MOTION TO: Call for the Second Reading to consider amending City Code Chapter 152.087 EXCLUDED SIGNS, Subsection (2):

Traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings of a duly constituted governmental body. All other signs of a duly constituted governmental body not excluded herein shall be subject to a conditional use permit. And adopting by reference City Code Chapter 10, which, among other things, contain penalty provisions.

BACKGROUND: While researching a concern about the old brick sign at the Challenger School, it was discovered that under Sec. 152.087 – EXCLUDED SIGNS, our current ordinance reads as follows:

Sec. 152.087. - Excluded signs.
The following shall be deemed to be excluded from the definition of sign as it applies to this subchapter:
2. Signs of a duly constituted governmental body, including traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings;

A Public Hearing was held on March 12, 2024, at the Planning and Zoning Commission Meeting and recommended to Council for Approval of the above amendment to City Code Chapter 152.087.2

KEY ISSUES: As it currently reads, signs of a duly constituted governmental body are excluded from our sign ordinance. This allows any governmental unit located in the city proper to erect any sign of their choosing, with no limitations to size, height, or how it is lit. The proposed language change would still allow traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings to be excluded, but would require all other signs of a governmental body to be subject to a conditional use permit.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Richard Baker, Economic/Community Development Director

ATTACHMENTS:

1.	Sec._152.087.___Excluded_signs_

Sec. 152.087. Excluded signs.

The following shall be deemed to be excluded from the definition of *sign* as it applies to this subchapter:

1. Signs on the inside of windows and doors, provided they are not flashing signs;
2. ~~Signs of a duly constituted governmental body, including traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings;~~ Traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings of a duly constituted governmental body. All other signs of a duly constituted governmental body not excluded herein shall be subject to a conditional use permit.
3. Publicly owned memorial tablets or signs;
4. Signs required to be maintained by law or governmental order rule or regulation, provided that they do not exceed 48 square feet in sign surface area;
5. Signs displayed for the direction or convenience of the public, including signs which identify restrooms, location of public telephones, or public pedestrian entrances. The total sign surface area shall not exceed six square feet per sign on any premises and shall not contain any advertising or the name of the occupant or use;
6. Signs, provided that they do not exceed 48 square feet in sign surface area, relating to active construction projects;
7. Rummage or yard sale signs, provided that no person shall attach the signs to street name posts, traffic control signs posts, trees, or utility poles in or along any street right-of-way within the city and that no person shall attach the sign to any building, fence or wall, or other property of another person without having first obtained the consent of the owner of the property. The maximum time limit for display of the signs is five days in any 30 day period. The signs shall not exceed three square feet in sign surface area;
8. Gasoline price signs, provided they are attached to sign structure for other permitted signs or to pump island canopies and provided the total sign surface area of all such signs is equal to or less than the following for the applicable zoning district.

Zoning District	Total Maximum Sign Surface Area in Square Feet
C-1 Neighborhood Business District	6
C-2 General Business District	40
C-3 Central Business District	20
C-4 Downtown Fringe District	12

9. Message board signs, provided they are attached to sign structure for other permitted freestanding signs and provided the total sign surface area of such a sign is equal to or less than the following for the applicable zoning district.

Zoning District	Total Maximum Sign Surface Area in Square Feet
PR Park and Recreation District	40
C-2 General Business District	40
C-3 Central Business District	30
C-4 Downtown Fringe District	24
I-1 Light Industrial District	40
I-2 General Industrial District	40

a. Message board signs may not be erected to circumvent the intent of this subchapter or the maximum sizes permitted for business and identification signs and may be used to advertise or direct attention only to:

i. A commodity, entertainment, product, or service sold or offered upon the premises where the sign is located or to which it is attached; or

ii. Any bona fide bazaar, carnival, fair, festival, horse show, or similar event when conducted by a public agency or for the benefit of any civic or charitable cause;

b. Only one message board sign shall be permitted in accordance with this division (9) for a business, lot, or shopping center; or

c. Businesses which elect to erect a message board sign as an excluded sign, in accordance with this division (9), shall be prohibited from displaying temporary mobile signs, in accordance with section 152.092.

10. Political campaign signs of any size may be posted from August 1 in a state general election year until ten days following the state general election. In nonstate general election years, political campaign signs may be posted from August 1 in an election year until ten days following the election. Every campaign sign shall contain the name and address of persons responsible for the sign and those persons shall be responsible for its removal. If the signs are not removed within ten days following the election, the city shall have the right to remove and destroy the signs and assess a fee of one dollar per sign to the responsible persons.

11. Static signs and banners adorning fences located in permitted outdoor recreational facilities, provided that they are placed with the intent to be primarily viewed internal to the play field area and are not placed so as to orient a direct commercial message toward an adjacent public road right-of-way.

(Ord. No. 118, 3 rd Series 1-2-19)

City of Thief River Falls

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Request for Council Action

DATE: 4/2/2024

SUBJECT: #8.6 Approve to Amend City Code Chapter 152.087.2 Excluded Signs of a governmental body.

RECOMMENDATION: It is respectfully requested that the Council consider the following Planning Commission recommendation:

MOTION TO: Approve an amendment to City Code Chapter 152.087 EXCLUDED SIGNS, Subsection (2) to read as follows:

Traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings of a duly constituted governmental body. All other signs of a duly constituted governmental body not excluded herein shall be subject to a conditional use permit. And adopting by reference City Code Chapter 10, which, among other things, contain penalty provisions.

BACKGROUND: While researching a concern about the old brick sign at the Challenger School, it was discovered that under Sec. 152.087 – EXCLUDED SIGNS, our current ordinance reads as follows:

Sec. 152.087. - Excluded signs.
The following shall be deemed to be excluded from the definition of sign as it applies to this subchapter:
2. Signs of a duly constituted governmental body, including traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings;

A Public Hearing was held on March 12, 2024, at the Planning and Zoning Commission Meeting and recommended to Council for Approval. A first reading was held at the March 19, 2024 City Council Meeting and the second reading at the April 2, 2024 City Council meeting.

KEY ISSUES: As it currently reads, signs of a duly constituted governmental body are excluded from our sign ordinance. This allows any governmental unit located in the city proper to erect any sign of their choosing, with no limitations to size, height, or how it is lit. The proposed language change would still allow traffic signs or similar regulatory devices, legal devices, or warnings at railroad crossings to be excluded, but would require all other signs of a governmental body to be subject to a conditional use permit.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Richard Baker, Economic/Community Development Director

ATTACHMENTS:
None

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Request for Council Action

DATE: 4/2/2024

SUBJECT: #8.7 Call for the Second Reading to consider Amendment to C-2 Yard Setback Requirements. City Code 152.095.4C

RECOMMENDATION: It is respectfully requested that the Council consider the following Planning Commission recommendation:

MOTION TO: Call for the Second Reading to consider Amendment to City Code Chapter 152.095, Performance standards in zoning districts, Subsection (4) (C) General Business District (C-2) Yard Requirements.

All Signs, except directional and temporary signs, shall be subject to the same setback and yard requirements as all other permitted accessory uses. In the case of a corner lot, all signs, except directional and temporary signs, shall abide by the front yard setback for both sides abutting a public street. All directional, temporary, and freestanding signs shall set back a minimum of six feet from the lot line, road right of way, or where adjacent to a frontage street, six feet from the interior edge of the frontage street, whichever distance is further. And adopting by reference City Code Chapter 10, which, among other things, contain penalty provisions.

BACKGROUND: The previous City Planner, Mark Borseth, left a list of things he felt the Planning & Zoning Commission should address in current City Ordinances, one of these being to clarify the sign setback distance along frontage roads as currently they could be measured from either the lot line, or the interior edge of the frontage street. The proposed change will clarify and standardize this setback. A Public Hearing was held on March 12, 2024, at the Planning and Zoning Commission Meeting and recommended to Council for approval. A First Reading was held at the March 19, 2024 City Council meeting.

KEY ISSUES: The proposed changes are the addition of the words “road right of way” to line five (5) and the words “whichever distance is further” was added to line 6 of the revised recommended ordinance proposed above.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Richard Baker, Economic/Community Development Director

ATTACHMENTS:

1.	Sec._152.095.___Performance_standards_in_zoning_districts

Sec. 152.095. Performance standards in zoning districts.

1. *Flood plain (FP), agriculture district (AG), and park and recreation district (PR).* The following shall apply in flood plain, agricultural, and park and recreation districts:

Permitted Signs	Permit Required	Maximum Sign Surface Area in Square Feet
Agricultural product	Yes	20
Business	Yes	30
Directional	No	4
Home occupation	Yes	3
Identification	Yes	30
Public service	Yes	30
Real estate	No	20

a. *Yard requirements.* All signs, except directional signs, shall be subject to the same setback and yard requirements as all other permitted accessory uses. All directional signs, except attached directional signs, shall be set back a minimum of two feet from the lot line.

b. *Height limitation.* No sign shall exceed eight feet in height, except as provided in subsection (e)(ii)A in this division, nor shall any attached sign extend higher than one foot below the roof line.

c. *Lighting.* Illuminated signs shall be permitted only as a conditional use.

d. *Identification signs.*

i. Identification signs shall be limited to one per principal entrance.

ii. Freestanding identification signs shall be landscaped around the base of the sign.

e. *Special sign regulations.*

i. Business signs for surface water-oriented commercial uses placed in accordance with section 152.114(6)(a) shall be permitted in the flood plain and park and recreation districts only.

ii. Freestanding identification signs whose sole purpose is to display the name of the city shall be permitted adjacent to arterial streets and highways within the agricultural districts under the following conditions:

A. Maximum height shall be 20 feet, and the sign surface area shall not exceed 200 square feet;

B. The signs shall not be located within 500 feet of residential districts;

C. No two such signs shall lie closer to one another than 1,500 feet, measured in all directions;

D. The signs shall meet the setback requirements of the zoning district in which they are located;

E. The signs shall be landscaped along the base; and

F. Up to 20 percent of the sign surface area may be used to display the insignia or name of any nonprofit organizations and educational institutions sponsoring the sign.

iii. Free standing identification signs whose purpose is to display the name of the city or a city facility shall be permitted adjacent to arterial streets and highways within the park and recreation districts (PR) under the following conditions:

A. Maximum sign height shall be 26 feet, and maximum sign surface area shall be 100 square feet;

B. The signs shall be set back not less than ten feet from the lot line or highway right-of-way line, whichever is the furthest from the traveled street;

C. The signs shall be landscaped along the base;

D. The sign surface may be used to display an event;

E. The sign surface area may be used to display the insignia or name of any nonprofit organizations and educational institutions sponsoring the sign; and

F. The signs may be illuminated if the illumination does not reflect into any homes located in the residential districts.

2. *Residential districts (R-1, R-2, R-3, and R-4).* The following shall apply in residential districts:

Permitted Signs	Permit Required	Maximum Sign Surface Area in Square Feet
Directional	No	4
Home occupation	Yes	3
Identification	Yes	30
Public service	Yes	24
Real estate	No	6

a. *Yard requirements.* All signs, except directional signs, shall be subject to the same setback and yard requirements as all other permitted accessory uses. All directional signs, except attached directional signs, shall be set back a minimum of two feet from the lot line.

b. *Height limitation.* No sign shall exceed eight feet in height, nor shall any attached sign extend higher than one foot below the roof line.

c. *Lighting.* Illuminated signs shall be permitted only as a conditional use.

d. *Identification signs.*

i. Identification signs shall be limited to one per principal entrance.

ii. Freestanding identification signs shall be landscaped around the base of the sign.

e. *Special sign regulations.*

i. Free standing identification signs whose sole purpose is to display the name of the city shall be permitted adjacent to arterial streets and highways within the residential districts under the following conditions:

A. Maximum sign height shall be six feet, and maximum sign surface area shall be 50 square feet;

B. The signs shall be set back not less than ten feet from the lot line or highway right-of-way line, whichever is the furthest from the traveled street;

C. The signs shall be landscaped along the base;

D. Up to 20 percent of the sign surface area may be used to display the insignia or name of any nonprofit organizations and educational institutions sponsoring the sign; and,

E. The signs may be illuminated if the illumination does not reflect into any homes located in residential districts.

3. *Neighborhood business district (C-1).* The following shall apply in neighborhood business districts.

Permitted Signs	Permit Required	Maximum Sign Surface Area in Square Feet
Business	Yes	50
Directional	No	4
Identification	Yes	30
Public service	Yes	24
Real estate	No	20
Temporary	Yes	32

a. *Business sign requirements.* Except as provided below, within C-1 districts only one attached wall sign, or two attached wall signs if on a corner lot, shall be permitted, and the sign(s) shall not project more than 18 inches from the face of the wall.

b. *Yard requirements.* All signs, except directional and temporary signs, shall be subject to the same setback and yard requirements as all other permitted accessory uses. All directional and temporary signs shall be set back a minimum of four feet from the lot line.

c. *Height limitation.* Except for freestanding business signs, no sign shall exceed eight feet in height nor shall any attached sign extend higher than one foot below the roof line.

d. *Identification signs.*

i. Identification signs shall be limited to one per principal entrance.

ii. Freestanding identification signs shall be landscaped around the base of the sign.

e. *Freestanding business sign requirements.*

i. Only one freestanding sign is permitted per business.

ii. A business must have a minimum frontage of 75 feet in order to have a freestanding business sign. More than one adjoining business may be combined to obtain the required frontage for a freestanding business sign, if the adjoining businesses jointly use the sign.

iii. The maximum sign surface area shall be 50 square feet.

iv. The maximum sign height shall be 16 feet.

v. The vertical distance between the ground surface and the bottom of the sign surface area shall be not less than nine feet.

vi. The maximum distance the sign surface area may project over public rights-of-way shall be eight feet but may not extend over traveled streets.

vii. The sign post shall be set back not less than two feet from the lot line.

4. *General business district (C-2).* The following shall apply in general business districts.

Permitted Signs	Permit Required	Maximum Sign Surface Area in Square Feet
Business	Yes	See subsections (a), (b) and (f)
Directional	No	24

Identification	Yes	See subsections (a), (b) and (f)
Public service	Yes	24
Real estate	No	32
Temporary	Yes	32

a. *Business and identification sign requirements; general.* Within the C-2 districts there shall be two options for business and identification signs.

i. *Option A.* Only attached wall signs shall be allowed. The maximum number of signs on any principal building shall be two, including existing signs. The maximum combined sign surface area of both signs shall be 300 square feet or 20 percent of the gross silhouette area of the front building wall, whichever is less. Where the principal building is on a corner lot facing two public streets, the maximum number of wall signs on the principal building shall be three, including existing signs. The sign surface area of the third sign shall not exceed 100 square feet, and the maximum combined sign surface area of all signs shall be 350 square feet or 25 percent of the gross silhouette area of the front building wall, whichever is less. No more than two attached signs shall be placed on any one front or side wall. For buildings with single walls exceeding 10,000 square feet, the sign surface area may be up to 2 percent of the single wall area but shall not exceed 500 square feet.

ii. *Option B.* The following sign types may be utilized: attached, freestanding, projecting, and suspended. The maximum number of signs shall be two, including existing signs. Only one freestanding sign shall be permitted. The maximum sign surface area of any attached, projecting, or suspended sign shall be 200 square feet or 13___ percent of the gross silhouette area of the front building wall, whichever is less. Where the principal building is on a corner lot facing two public streets, a third sign, which shall be a projecting sign attached to the side wall of the principal building, shall be permitted. The maximum sign surface area of this third sign shall be 100 square feet or ten percent of the gross silhouette area of the front building wall, whichever is less. No more than two attached signs shall be placed on any one front or side wall. For buildings with single walls exceeding 10,000 square feet, the sign surface area may be up to two percent of the single wall area but shall not exceed 500 square feet.

iii. *Additional.*

A. In addition to options A and B, buildings which provide a secondary public entrance into the rear of the building and which rear entrance provides access to a public alley, parking lot, or street shall be permitted one additional projecting sign attached to the rear building wall. The maximum sign surface area of this sign shall be 100 square feet or seven and one-half percent of the gross silhouette area of the rear building wall, whichever is less.

B. In addition to options A and B, buildings with an interior sidewall abutting a parking lot, which parking lot has a minimum frontage of 100 feet, shall be permitted one additional projecting sign attached to the wall facing the parking lot. The maximum sign surface area of this sign shall be 50 square feet or seven and one-half percent of the gross silhouette area of the front building wall, whichever is less.

iv. *Combined sign area.* If a front yard setback of the principal building is in excess of 149 feet or if the front principal building wall is in excess of 100 feet wide, the maximum combined sign surface area of both wall signs under option A shall be up to 20 percent of the gross silhouette area of the front building wall, and the maximum sign surface area of the wall sign in option B shall be up to 13.5 percent of the gross silhouette area of the front building wall. In neither case shall the maximum square footage apply, only percentage of gross silhouette area.

b. *Freestanding business and identification sign requirements.* Only one freestanding sign is permitted per business, planned shopping center, or institution. Businesses are eligible for those freestanding signs listed in their street classification in the following table.

Street Classification	Street Speed Limit	Minimum Frontage (ft.)	Maximum Sign Surface Area (sq. ft.)	Maximum Height (ft.)
Local street	0-30	75	50	16
	30-45	75	50	16
Collector	0-30	75	50	16
	31-45	100	70	18
	46-55	150	85	20
Arterial	0-30	75	50	20
	31-45	150	100	26
	46-54	200	125	30
Highway	55+	300	200	32

i. More than one adjoining business may be combined to obtain the required frontage for a freestanding sign, if the adjoining businesses jointly use the sign.

ii. The maximum distance the sign surface area may project over public rights-of-way shall be eight feet but may not extend over traveled streets.

iii. Freestanding signs located in a parking lot or adjacent to a driveway shall be surrounded by a landscaped or planted area five feet in all directions from the base of the sign.

iv. Where premises used for commercial or industrial use are within 100 feet of residential or agricultural districts, freestanding signs located in that commercial or industrial use shall not exceed 25 feet in height. A freestanding sign must be set back from the lot line the same distance as structures in any residential or agricultural district facing the same public street and within 100 feet of the sign. This provision affects only freestanding signs on commercial and industrial premises on the same block and on the same street as a residential or agricultural district.

c. *Yard requirements.* All signs, except directional and temporary signs, shall be subject to the same setback and yard requirements as all other permitted accessory uses. In the case of a corner lot, all signs, except directional and temporary signs, shall abide by the front yard setback for both sides abutting a public street. All directional, temporary, and freestanding signs shall be set back a minimum of six feet from the lot line, road right of way, or where adjacent to a frontage street, six feet from the interior edge of the frontage street, whichever distance is further.

d. *Height limitations.* No attached sign shall exceed eight feet in height, nor shall any attached sign extend higher than the roof line.

e. *Canopy, marquee, and suspended signs.* Signs suspended from the bottom of a canopy or marquee shall not exceed 30 square feet of sign surface area. The bottom of the suspended signs shall be a minimum vertical distance of eight feet from the ground surface. Canopies and marquees, whether signed or not, and suspended signs shall be a minimum horizontal distance of two feet from the street pavement.

f. *Special sign regulations.*

i. Freestanding identification signs whose sole purpose is to display the name of the city shall be permitted adjacent to arterial streets in accordance with this chapter.

ii. Public service banners suspended over arterial streets may exceed the 24 square feet maximum sign surface area indicated in the table but shall not exceed 48 square feet.

iii. In addition to signage permitted in subsections (i) and (ii) above, gasoline service stations may place lettering and/or logos on pump island canopies. Regardless of the number of pump island canopies on the site, no more than three canopy faces may be signed. The maximum sign surface area of this signage shall not exceed 75 square feet for each canopy face. These signs shall not protrude above or below the canopy.

5. *Central business district (C-3).* The following shall apply in the Central business district.

Permitted Signs	Permit Required	Maximum Sign Surface Area in Square Feet
Business	Yes	See subsections (a), (b) and (f)
Directional	No	4
Identification	Yes	See subsections (a), (b) and (f)
Public service	Yes	24
Real estate	No	32
Temporary	Yes	32

a. *Business and identification sign requirements; general.* Within the C-3 district there shall be two options for business and identification signs.

i. *Option A.* Only attached wall signs shall be allowed. The maximum number of signs on any principal building shall be two, including existing signs. The maximum combined sign surface area of both signs shall be 200 square feet or 15 percent of the gross silhouette area of the front building wall, whichever is less. Where the principal building is on a corner lot facing two public streets, the maximum number of wall signs on the principal building shall be three, including existing signs. The sign surface area of the third sign shall not exceed 75 square feet and the maximum combined sign surface area of all signs shall be 240 square feet or 20 percent of the gross silhouette area of the front building wall, whichever is less. No more than two attached signs shall be placed on any one front or side wall.

ii. *Option B.* The following sign types may be utilized: attached, freestanding, projecting, and suspended. The maximum number of signs shall be two, including existing signs. Only one freestanding sign shall be permitted. The maximum sign surface area of any attached, projecting, or suspended sign shall be 130 square feet or ten percent of the gross silhouette area of the front building wall, whichever is less. Where the principal building is on a corner lot facing two public streets, a third sign, which shall be a projecting sign attached to the side wall of the principal building, shall be permitted. The maximum sign surface area of this third sign shall be 65 square feet or ten percent of the gross silhouette area of the front building wall, whichever is less. No more than two attached signs shall be placed on any one front or side wall.

iii. *Additional.*

A. In addition to options A and B, buildings which provide a secondary public entrance into the rear of the building and which rear entrance provides access to a public alley, parking lot, or street shall be permitted one additional projecting sign attached to the rear building wall. The maximum sign surface area of this sign shall be 50 square feet or seven and one-half percent of the gross silhouette area of the rear building wall, whichever is less.

B. In addition to options A and B, buildings with an interior sidewall abutting a parking lot, which parking lot has a minimum frontage of 50 feet, shall be permitted one additional projecting sign attached to the wall facing the parking lot. The maximum sign surface area of this sign shall be 50 square feet or seven and one-half percent of the gross silhouette area of the front building wall, whichever is less.

b. *Freestanding business and identification sign requirements.* Only one freestanding sign is permitted per business, planned shopping center or institution. Businesses are eligible if the business has a minimum frontage of 75 feet and the sign surface area can be no larger than 50 square feet and the maximum height of the sign is 20 feet.

i. More than one adjoining business may be combined to obtain the required frontage for a freestanding sign, if the adjoining businesses jointly use the sign.

ii. The vertical distance between the ground surface and the bottom of the sign surface area shall be either less than two feet or more than 12 feet.

iii. The maximum distance the sign surface area may project over public rights-of-way shall be eight feet but may not extend over traveled streets.

iv. Where premises used for commercial or industrial use are within 100 feet of residential or agricultural districts, freestanding signs located in that commercial or industrial use shall not exceed 25 feet in height. A freestanding sign must be set back from the lot lane the same distance as structures in any residential or agricultural district facing the same public street and within 100 feet of the sign. This provision affects only freestanding signs on commercial and industrial premises on the same block and on the same street as a residential or agricultural district.

c. *Yard requirements.* All signs shall abide by the setback requirements for the C-3 district, except for canopy, marquee, and suspended signs which shall be in accordance with subsection (e) below, and:

i. Attached projecting business and identification signs may project not more than 18 inches over public rights-of-way; and

ii. Directional signs in the rear yard shall be set back not less than four feet from the rear lot line.

d. *Height limitations.* No attached sign shall exceed eight feet in height nor shall any attached sign extend higher than one foot below the roof line.

e. *Canopy, marquee, and suspended signs.* Within the C-3 district, signs suspended from the bottom of a canopy or marquee shall not exceed 15 square feet of sign surface area. The bottom of the suspended signs shall be a minimum vertical distance of eight feet from the ground surface. Canopies and marquees, whether signed or not, and suspended signs shall be a minimum horizontal distance of two feet from the traveled street.

f. *Special sign regulations.*

i. Public service banners suspended over arterial streets may exceed the 24 square feet maximum sign surface area indicated in the table but shall not exceed 48 square feet.

ii. In addition to signage permitted in subsection (i), gasoline service stations may place lettering and/or logos on pump island canopies. Regardless of the number of pump island canopies on the site, no more than three canopy faces may be signed. The maximum sign surface area of this signage shall not exceed 75 square feet for each canopy face. These signs shall not protrude above or below the canopy.

6. *Downtown fringe district (C-4).* The following shall apply in the downtown fringe district.

Permitted Signs	Permit Required	Maximum Sign Surface Area in Square Feet

Business	Yes	50
Directional	No	4
Identification	Yes	50
Public service	Yes	24
Real estate	No	20
Temporary	Yes	32

a. *Business sign requirements.* Except as provided below, within the C-4 districts, only one attached wall sign, or two wall signs if on a corner lot, shall be permitted, and the sign(s) shall not project more than 18 inches from the face of the wall.

b. *Yard requirements.* All signs, except directional, temporary, and freestanding signs, shall be subject to the same setback and yard requirements as all other permitted accessory uses. All directional, temporary, freestanding, and identification signs shall be set back a minimum of four feet from the lot line.

c. *Height limitation.* Except for freestanding business signs, no sign shall exceed eight feet in height nor shall any attached sign extend higher than one foot below the roofline.

d. *Special sign regulations.* Public service banners suspended over arterial streets may exceed the 24 square feet maximum sign surface area indicated in the table but shall not exceed 48 square feet.

e. *Identification signs.*

i. Identification signs shall be limited to one per principal entrance.

ii. Freestanding identification signs shall be landscaped around the base of the sign.

f. *Freestanding business sign requirements.*

i. Only one freestanding sign is permitted per business.

ii. A business must have a minimum frontage of 75 feet in order to have a freestanding business sign. More than one adjoining business may be combined to obtain the required frontage for a freestanding business sign, if the adjoining businesses jointly use the sign.

iii. The maximum sign surface area shall be 50 square feet.

iv. The maximum sign height shall be 16 feet.

v. The vertical distance between the ground surface and the bottom of the sign surface area shall be not less than nine feet.

vi. The maximum distance the sign surface area may project over public rights-of-way shall be eight feet but may not extend over traveled streets.

vii. The sign post shall be set back not less than two feet from the lot line.

7. *Light industrial district (I-1) and general industrial district (I-2).* The following shall apply in both industrial districts.

Permitted Signs	Permit Required	Maximum Sign Surface Area in Square Feet
Advertising	Yes	300
Business	Yes	See subsection (a)
Directional	No	32
Identification	Yes	See subsection (a)

Public service	Yes	24
Real estate	No	32
Temporary	Yes	32

a. *Business and identification sign requirements; general.* Within the industrial districts there shall be two options for business and identification signs which shall be in accordance with section 152.095(4)(a).

b. *Freestanding business and identification sign requirements.* Freestanding business and identification signs shall be permitted adjacent to all classifications of streets within the industrial districts under the following conditions:

i. The premises on which such freestanding signs are located shall have a minimum width of 250 feet measured at the front building line. If the premises does not meet this frontage requirement, the provisions of section 152.095(4)(b) shall apply;

ii. The signs shall be in accordance with section 152.095(4)(b) when located within 150 feet of a zoning district other than I-1 or I-2;

iii. The maximum sign surface area shall not exceed 200 square feet;

iv. The maximum height for a pylon-type business or identification sign shall be 25 feet. The maximum height for a ground-billboard-type business or identification sign shall be 15 feet;

v. There shall be a minimum distance, measured in all directions, of 300 feet between freestanding business and identification signs;

vi. Ground-billboard-type freestanding business or identification signs shall be surrounded by a landscaped or planted area five feet in all directions from the base of the sign, and the landscaping and planting shall be maintained; and,

vii. Only one freestanding sign of any type, other than directional or public service signs, shall be permitted on any one premises.

c. *Yard requirements.* All signs shall be subject to the same setback yard requirements as all other permitted accessory uses with the following exceptions:

i. Freestanding business and identification signs shall be set back not less than 25 feet from the front lot line; and,

ii. Freestanding directional, public service, real estate, and temporary signs shall be set back not less than six feet from the front lot line.

d. *Height limitations.* Except as provided in subsection (7)(b) and in subsection (f), no attached sign shall exceed eight feet in height nor shall any attached sign extend higher than one foot below the roof line.

e. *Canopy, marquees, and suspended signs.* Within the industrial districts, signs suspended from the bottom of a canopy or marquee shall not exceed 30 square feet of sign surface area. The bottom of the suspended signs shall be a minimum vertical distance of eight feet from the ground surface. Canopies and marquees, whether signed or not, and suspended signs shall be a minimum horizontal distance of two feet from the traveled street.

f. *Freestanding advertising signs.* Freestanding advertising signs shall be permitted adjacent to arterial streets and highways within the industrial districts under the following conditions:

i. The maximum height for a pylon type advertising sign shall be 30 feet. The maximum height for a ground-billboard-type advertising sign shall be 20 feet;

ii. The signs shall not be located within 750 feet of residential or commercial districts;

iii. There shall be a minimum distance, measured in all directions, of 1,500 feet between freestanding advertising signs;

iv. Freestanding advertising signs of a ground-billboard-type shall be landscaped along the base and the landscaping shall be maintained; and,

v. Only one freestanding sign of any type shall be permitted on any one premises.

g. *Special sign regulations.* Public service banners suspended over arterial streets may exceed the 24 square feet maximum sign surface area indicated in the table but shall not exceed 48 square feet.

(Ord. No. 99, 3 rd Series 4-4-17; Ord. No. 104, 3 rd Series 3-6-18; Ord. No. 109, 3 rd Series 5-1-18)

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Request for Council Action

DATE: 4/2/2024

SUBJECT: #8.8 Approve Amendment to C-2 Yard Setback Requirements. City Code 152.095.4C

RECOMMENDATION: It is respectfully requested that the Council consider the following Planning Commission recommendation:

MOTION TO: Approve An amendment to City Code Chapter 152.095, Performance standards in zoning districts, Subsection (4) (C) General Business District (C-2) Yard Requirements.

All Signs, except directional and temporary signs, shall be subject to the same setback and yard requirements as all other permitted accessory uses. In the case of a corner lot, all signs, except directional and temporary signs, shall abide by the front yard setback for both sides abutting a public street. All directional, temporary, and freestanding signs shall set back a minimum of six feet from the lot line, road right of way, or where adjacent to a frontage street, six feet from the interior edge of the frontage street, whichever distance is further.

And adopting by reference City Code Chapter 10, which, among other things, contain penalty provisions.

BACKGROUND: The previous City Planner, Mark Borseth, left a list of things he felt the Planning & Zoning Commission should address in current City Ordinances, one of these being to clarify the sign setback distance along frontage roads as currently they could be measured from either the lot line, or the interior edge of the frontage street. The proposed change will clarify and standardize this setback. A Public Hearing was held on March 12, 2024, at the Planning and Zoning Commission Meeting and recommended to Council for Approval. A First Reading was held at the March 19, 2024 City Council meeting and a second reading at the April 2, 2024 City Council meeting.

KEY ISSUES: The proposed changes are the addition of the words “road right of way” to line five (5) and the words “whichever distance is further” was added to line 6 of the revised recommended ordinance proposed above.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Richard Baker, Economic/Community Development Director

ATTACHMENTS:
None