

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, October 1, 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**
 - 5.1. Marty Seifert - Flaherty & Hood Presentation October 1, 2024 at 5:30 pm (handout)
- 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 September 17, 2024 Council Proceedings (3-8)
 - 7.2. City of Thief River Falls Bills and Disbursements (9-60)
- 8. NEW BUSINESS**
 - 8.1. Resolution Authorizing Issuance, Awarding Sale, Prescribing the Form and Details and Providing For The Payment of \$[Par] General Obligation Bonds, series 2024A (61-90)
 - 8.2. To Authorize the City Administrator to calculate a transaction fee for credit card and debit card payments on Utility Bills. (91)
 - 8.3. Public Safety Aid Purchase (92)
 - 8.4. Challenger Elementary School WCA Notice of Decision (93-137)

- 8.5. Approve the opening of Public Works Foreman position (138)
- 8.6. Approve the Job Description and Grading of the Lead Public Works Maintenance Worker position and to open the position. (139-142)

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. City/Council/School meeting October 2, 2024 at 6 p.m. at Lincoln High School Training Center
- 10.2. Public Utilities Committee - October 7th at 7:00 a.m.
- 10.3. Public Safety/Liquor Committee - October 7th at 4:30 p.m.
- 10.4. Administrative Services Committee - October 8th at 4:30 p.m. Room 201 City Hall
- 10.5. Public Works Committee - October 9th at 4:30 p.m.
- 10.6. City Council Meeting - October 15th at 5:30 p.m.

11. INFORMATIONAL ITEMS

- 11.1. Blair Gustafson's Retirement celebration - Thursday, Oct 3 from 1:30-2:30pm at Public Works Facility.

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 COUNCIL MINUTES

Tuesday, September 17, 2024

CALL TO ORDER

This meeting is officially called to order at 5:30 pm on September 17, 2024. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

Councilmember Mike Lorenson motioned, being seconded by Councilmember Anthony Bolduc, to approve the agenda.

CONSENT AGENDA

RESOLUTION NO. 09.203.24: Approval of September 3, 2024 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced 09.203.24, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve the September 3, 2024 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.204.24: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced Resolution No.09.204.24, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$921,494.83. 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. 09.205.24: Approval to fill position of Cemetery Technician

Following discussion, Councilmember Steve Narverud introduced Resolution 09.205.24, being seconded by Councilmember Scott Pream, that:

WHEREAS, The Public Works Department is seeking to fill a position of Cemetery Technician due to the termination of Thomas Harbott effective August 21, 2024.

THEREFORE, BE IT RESOLVED To authorize to begin the process to fill a position of Cemetery Technician in the Public Works Department. Position shall be open to Teamster #320 employees for ten days, as per union contract and if not filled through this process, the Public Works Cemetery Technician position will be opened to the public.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.206.24: Approve opening of Investigator position

Following discussion, Councilmember Anthony Bolduc introduced Resolution 09.206.24, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED To approve the opening of an Investigator position. The position will be open to the LELS Local #193 union for 10 days.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.207.24: Approve Towards Zero Death (TZD) Proposal for 2024/2025

Following discussion, Councilmember Jason Aarestad introduced Resolution 09.207.24, being seconded by Councilmember Scott Pream, that:

WHEREAS, Thief River Falls Police Officer Ben Tureson oversees our TZD program. Officer Tureson and Pennington County Deputy Alex Henningson drafted a grant for TZD funds. The state awarded \$18,500.00 to the Thief River Falls Police Department, the Pennington County Sheriff's office and the Marshall County Sheriff's office. These funds will be split equally between departments and will go towards TZD enforcement, which includes distracted driving, seatbelt and move over enforcement. The funds will go towards overtime related to this enforcement and any other assistance with this special enforcement. This grant will start on October 1st, 2024 and will end September 30th, 2025. Officer Tureson will handle scheduling and other tasks related to this program.

WHEREAS, Council approval is required before the funds can be used towards this enforcement

THEREFORE, BE IT RESOLVED To approve 2024/2025 TZD Grant to the Thief River Falls Police Department to share with the Pennington County Sheriff's office and Marshall County Sheriff's office.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.208.24: Approve the Modernization Proposal for the Depot Elevator

Following discussion, Councilmember Mike Lorensen introduced Resolution 09.208.24, being seconded by Councilmember Steve Narverud, that:

WHEREAS, TKE has advised the city that an upgrade to the mechanical and electrical systems on the elevator at the Depot is needed. TKE has informed us that finding replacement

components is becoming difficult which will lead to increased downtime and higher maintenance costs. We have been told it could take months to obtain replacement parts if they are available at all.

WHEREAS, Due to the modernization package being engineered specifically for the Depot elevator and TKE manufacturing some of their own parts, it is impossible to get three bids. And we have been advised by the auditor that because TKE is our preferred maintenance company, and the work and materials are specific to our elevator that we may forgo getting comparable bids because it would be impossible to get like comparisons.

THEREFORE, BE IT RESOLVED Approve the Modernization Proposal from TKE in the amount of \$80,384.88 to upgrade the mechanical and electrical equipment on the elevator at the Depot and to authorize City Administrator, Angie Philipp, to execute any contract agreements.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.209.24: Approve the Repair Work on the Carnegie Elevator

Following discussion, Councilmember Steve Narverud introduced Resolution 09.209.24, being seconded by Councilmember Scott Pream, that:

WHEREAS, On August 28, 2024, the TKE Service Tech discovered that the hydraulic line was leaking on the Carnegie elevator which was the cause of our inoperable issue. Upon further inspection, the electrical wiring is showing signs of deterioration, and it is recommended that since both lines run in the same conduit, that we replace the wiring at the same time.

WHEREAS, The elevator has been out of service since August 28th. This is a very labor-intensive project and expected to take almost two weeks to complete. The hydraulic line will need to be fed through the 10-inch PVC conduit in 5-foot sections from the elevator shaft to the control room which is approximately 35-feet in distance.

THEREFORE, BE IT RESOLVED Approve the repair work proposal from TKE in the amount of \$70,394.37 to replace the broken hydraulic line and deteriorated electrical line on the elevator at the Carnegie and to authorize City Administrator, Angie Philipp, to execute any contract agreements.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.210.24: First Reading of Amendment to City Code Chapter 150.02 Building permits required

Following discussion, Councilmember None introduced Resolution 09.210.24, being seconded by Councilmember None, that:

WHEREAS, Currently City Code Section 150.02 – Building Permit Requirements do not address Fire alarm systems or Fire service plan review. Such a requirement is needed with the future development of the city to ensure current fire code requirements are met for new and existing construction.

WHEREAS, In the past there has been oversight and inconsistency in these areas. Requirement of a Fire Alarm System permit or a Fire Service Plan review will ensure consistency in the application and enforcement of current fire codes in new and existing construction

THEREFORE, BE IT RESOLVED Call for first reading to consider an amendment to City Code Chapter 152.02 Building permits required, Subsections (1, 2, and 3) (as set forth in bold and underlined below) to read as follows:

1. Building permit required. It is unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert, or demolish any building or structure, or any part or portion thereof, including, but not limited to, the plumbing, electrical, ventilating, heating, air conditioning systems or **fire alarm systems therein or cause the same to be done without first obtaining a separate building permit, fire service plan review or fire alarm system permit, as applicable**, for each such building, structure, or mechanical components from the city. There shall be no permit required for the cost of construction under \$200.00.

2. Application. Application for a building permit **or fire alarm system permit** shall be made to the building official on an application provided by the building official. The **respective permit(s)** may be issued by the building official upon payment of required fee and completion of other requirements. All such applications shall contain an agreement by the applicant to be bound by this chapter and specifications and standards consistent with the provisions of this chapter.

3. Building, **Fire Service and Fire Alarm System permit fee(s)**. The building permit fee, **fire service plan review fee and fire alarm system permit fee** shall be established by the council by resolution, which may be changed from time to time by resolution.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.211.24: Approve the Repair Work on the foundation and front steps of the Carnegie

Following discussion, Councilmember Anthony Bolduc introduced Resolution 09.211.24, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The cement railings, the southwest windowsill and the southwest corner of the Carnegie foundation are all deteriorating. Our maintenance person has attempted to patch it over the years, but we now have a water leakage issue between the cement railing and the front stoop which we believe is the cause of the water that is leaking into the storage room below. Salt from ice control has also deteriorated the base of the cement railing. Water from a leaking downspout in the southwest corner of the building is suspected as the culprit in the deterioration of the foundation corner and windowsill.

WHEREAS, The moisture issue in the storage room in the basement of the Carnegie is causing addition deterioration of metal pipes and potential mold issues. With thawing and refreezing, we risk further damage if not repaired yet this fall.

THEREFORE, BE IT RESOLVED Approve the repair work proposal from Bill Kaushagen in the amount of \$2,800.00 to repair the foundation and front steps at the Carnegie and to authorize City Administrator, Angie Philipp, to execute any contract agreements.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.212.24: Approve the Repair Work on the Public Library Garage/Loading Dock

Wall

Following discussion, Councilmember Mike Lorensen introduced 09.212.24 Resolution, being seconded by Councilmember Scott Pream, that:

WHEREAS, Upon inspection of capital needs on the Public Library it was brought to our attention that the retaining walls between the parking garage drive and the alleyway are busted up and in the case of the southside, a good push with your foot could probably topple it.

WHEREAS, The cement driveways in and out of the garage are also breaking up and at some point, will need to be repaired. Bill Kaushagen Masonry does not do that work, so while looking at the issues at the Carnegie, Bill also looked at this project.

THEREFORE, BE IT RESOLVED Approve the repair work proposal from Bill Kaushagen in the amount of \$3,000.00 to remove and replace the garage/loading dock walls at the Public Library and to authorize City Administrator, Angie Philipp, to execute any contract agreements.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.213.24: Approve the Municipal Advisory Service Agreement between the City of Thief River Falls and Northland Securities.

Following discussion, Councilmember Jason Aarestad introduced Resolution 09.213.24, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, Northland shall provide the City of Thief River Falls with services necessary to analyze, structure, offer for sale and close the Debt. The services will be tailored to meet the needs of this engagement.

THEREFORE, BE IT RESOLVED to authorize the City Administrator to sign the Municipal Advisory Service Agreement between the City of Thief River Falls and Northland Securities in connection with the issuance of General Obligation Equipment Certificates in Indebtedness, Series 2024A.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

UPCOMING MEETINGS

- Committee of the Whole - September 17, 2024 following City Council Meeting
- City Council Meeting - October 1st at 5:30 p.m.
- City/County/School meeting October 2, 2024 at 6 p.m. at Lincoln High School Training Center.
- Public Utilities Committee - October 7th at 7:00 a.m.
- Public Safety/Liquor Committee - October 7th at 4:30 p.m.
- Administrative Services Committee - October 8th at 4:30 p.m. Room 201 City Hall
- Public Works Committee - October 9th at 4:30 p.m.

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

INFORMATIONAL ITEMS

- August 2024 Investment Summary
- Reminder: November 5, 2024 City Council must be adjourned by 6 p.m. for election night
- Discussion to move November Committee meetings as a result of November 11, 2024 Holiday. Utilities 11/7 at 7 am; Public Safety 11/7 at 4:30 pm and Public Works 11/6 at 4:30 pm.
- City Hall renovation will begin soon (estimate October 1, 2024). Employees and equipment will be moved around during renovations.
- City leaf pickup will begin October 7, 2024 and end November 4, 2024 following the same street/Ave pickup schedules. It was mentioned for residents to be courteous of the schedule when parking cars.
- Reminder October 1, 2024 is the Jefferson Hwy sign dedication event at 5 pm in the Ralph Englestad Arena parking lot. The Military convoy will be coming thru town at this time.

ADJOURNMENT

There being no further discussion, Councilmember Scott Pream being seconded by Councilmember Mike Lorenson to adjourn at 5:59 pm to the Committee of the Whole Meeting. 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

EXPENSE ACCOUNT CODES

[illegible]



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01118 - 09/13/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACE HARDWARE							
ACE HARDWARE	166308	08/09/2024	100-4510-62990	Misc. Operating Expense	HARDWARE / FASTENERS		5.50
ACE HARDWARE	167101	08/21/2024	100-4550-62990	Misc. Operating Expense	SCREWS - SHELVING		9.19
ACE HARDWARE	167187	08/22/2024	100-4194-62990	Misc. Operating Expense	ACCESS KEY - LOCKBOX		14.99
ACE HARDWARE	167412	08/26/2024	620-4840-62990	Misc. Operating Expense	LAB SUPPLIES		3.95
ACE HARDWARE	167607	08/28/2024	680-4850-62200	System Expense	PVC PIPE - SEWER RPR		147.94
ACE HARDWARE	167650	08/28/2024	680-4840-62990	Misc. Operating Expense	PVC PIPE - SEWER RPR		31.98
Vendor ACE HARDWARE Total:							213.55
Vendor: AUTO VALUE T R F							
AUTO VALUE T R F	9678202	07/29/2024	100-4312-62210	Equipment Maint & Repair	MUFFLER		32.99
AUTO VALUE T R F	9678957	08/05/2024	100-4312-62210	Equipment Maint & Repair	MINIATRU LAMPS		18.90
AUTO VALUE T R F	9679223	08/07/2024	100-4312-62210	Equipment Maint & Repair	MULTI USE TRANSFER		13.99
AUTO VALUE T R F	9679408	08/08/2024	100-4312-62210	Equipment Maint & Repair	MUD FLAP		33.66
AUTO VALUE T R F	9679805	08/12/2024	820-4850-62210	Equipment Maint & Repair	OIL FILTERS		5.29
AUTO VALUE T R F	9679806	08/12/2024	100-4312-62210	Equipment Maint & Repair	FILTERS - AIR / OIL		36.42
AUTO VALUE T R F	9680947	08/22/2024	100-4210-62210	Equipment Maint & Repair	AIR FILTERS		23.23
AUTO VALUE T R F	9681148	08/23/2024	100-4210-62210	Equipment Maint & Repair	AIR FILTER		11.89
AUTO VALUE T R F	9681190	08/24/2024	100-4210-62210	Equipment Maint & Repair	AIR FILTER		11.89
Vendor AUTO VALUE T R F Total:							188.26
Vendor: BANKCARD ELECTRONIC PYMTS INC							
BANKCARD ELECTRONIC P...	09 03 24	09/03/2024	610-4890-63060	Credit Card Fees	CREDIT CARD FEES - AUG 20...		9,486.45
Vendor BANKCARD ELECTRONIC PYMTS INC Total:							9,486.45
Vendor: COLE PAPERS INC							
COLE PAPERS INC	10467513	08/01/2024	610-4840-62140	Off Sale Supplies	CREDIT CARD PAPER		34.85
COLE PAPERS INC	10467513	08/01/2024	610-4850-62230	Building Maint & Repair	GLASS CLEANER		44.80
COLE PAPERS INC	10468177	08/02/2024	610-4840-62990	Misc. Operating Expense	200 GARBAGE BAGS		81.84
COLE PAPERS INC	10468963	08/12/2024	690-4840-62990	Misc. Operating Expense	TOILET TISSUE / ROLL TOWEL		125.85
COLE PAPERS INC	10468963	08/12/2024	690-4850-62350	Power Plant/Dam Maint	TOILET TISSUE / ROLL TOWEL		125.85
COLE PAPERS INC	10470068	08/08/2024	100-4194-62990	Misc. Operating Expense	TOILET TISSUE		69.51
COLE PAPERS INC	10473509	08/15/2024	610-4840-62140	Off Sale Supplies	CALCULATOR & CREDIT CA...		138.21
COLE PAPERS INC	10473509	08/15/2024	610-4840-62990	Misc. Operating Expense	SANITIZER / TOILET TISSUE /...		216.00
COLE PAPERS INC	10473675	08/19/2024	610-4850-62230	Building Maint & Repair	RUBBER MATS - FRONT ENT...		340.12
COLE PAPERS INC	10476348	08/22/2024	100-4194-62990	Misc. Operating Expense	DISINFECTANT		74.23
COLE PAPERS INC	10476348	08/22/2024	100-4550-62990	Misc. Operating Expense	DISINFECTANT		74.23
Vendor COLE PAPERS INC Total:							1,325.49

Council Approval Register

Packet: APPKT01118 - 09/13/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DARWIN C KLEMETSON							
DARWIN C KLEMETSON	4036	08/27/2024	100-4312-63030	Contracts Expense	CONCRETE REPAIRS - CONN...		38,252.50
Vendor DARWIN C KLEMETSON Total:							38,252.50
Vendor: EAZY PACK N SHIP							
EAZY PACK N SHIP	14896	08/06/2024	620-4840-62170	Field Supplies	SHIPPING CHARGES - AUG 2...		19.74
EAZY PACK N SHIP	14925	08/12/2024	690-4840-62010	Office Supplies	SHIPPING CHARGES - AUG 2...		259.28
EAZY PACK N SHIP	14959	08/19/2024	100-4210-62010	Office Supplies	SHIPPING CHARGES - AUG 2...		15.98
Vendor EAZY PACK N SHIP Total:							295.00
Vendor: FASTENAL COMPANY							
FASTENAL COMPANY	MNROS132689	08/08/2024	540-4680-65900	Work in Process-Constructi...	MATERIALS - ICE PLANT		36.13
FASTENAL COMPANY	MNROS132708	08/09/2024	100-4510-62240	Department Maint & Repair	PAINTING MACHINE		294.90
FASTENAL COMPANY	MNROS132841	08/19/2024	100-4312-62990	Misc. Operating Expense	MISC SUPPLIES		17.38
FASTENAL COMPANY	MNROS132940	08/23/2024	690-4850-62360	Distribution Maint	LOCATE MARKING PAINT		4,312.70
Vendor FASTENAL COMPANY Total:							4,661.11
Vendor: FLEET SUPPLY							
FLEET SUPPLY	147759	08/01/2024	690-4840-62990	Misc. Operating Expense	FARM CLEVIS - BORING MA...		29.70
FLEET SUPPLY	147760	08/01/2024	690-4840-62880	Personal Protective Equipm...	FR SHIRT - J KINSMAN		59.49
FLEET SUPPLY	148012	08/08/2024	540-4680-65900	Work in Process-Constructi...	MATERIALS - ICE PLANT		14.23
FLEET SUPPLY	148141	08/13/2024	690-4850-62360	Distribution Maint	MATERIALS - TRANSFORME...		29.42
FLEET SUPPLY	148160	08/13/2024	100-4315-62880	Personal Protective Equipm...	GLOVES		29.98
FLEET SUPPLY	148435	08/22/2024	100-4510-62240	Department Maint & Repair	FILTER - SHOP VAC		16.99
FLEET SUPPLY	29873	08/02/2024	620-4840-62890	Uniforms/ID Clothing	FR JEANS		102.82
FLEET SUPPLY	29971	08/06/2024	690-4850-62350	Power Plant/Dam Maint	ROPES - PULLING LOGS AT ...		62.11
FLEET SUPPLY	30003	08/07/2024	680-4840-62880	Personal Protective Equipm...	JETTING GLOVES		19.14
Vendor FLEET SUPPLY Total:							363.88
Vendor: HAWKINS INC							
HAWKINS INC	6835845	08/13/2024	620-4840-62160	Chemicals	CHEMICALS		1,670.48
HAWKINS INC	6848271	08/26/2024	620-4840-62160	Chemicals	CHEMICALS		4,403.52
HAWKINS INC	6849080	08/27/2024	620-4850-62220	Plant Equip Maint & Repair	POLY PHOSPHATE PUMP RE...		4,580.00
HAWKINS INC	6849773	08/27/2024	620-4840-62160	Chemicals	CHEMICALS		5,734.00
Vendor HAWKINS INC Total:							16,388.00
Vendor: HUBERTS OUTDOOR POWER							
HUBERTS OUTDOOR POWER	88659	08/02/2024	100-4220-62210	Equipment Maint & Repair	AIR CLEANER ELEMENT - PO...		10.98
HUBERTS OUTDOOR POWER	88786	08/07/2024	100-4510-62400	Small Tools and Minor Equip	DOUBLE SHOULDER HARNE...		92.97
HUBERTS OUTDOOR POWER	88841	08/07/2024	100-4220-62210	Equipment Maint & Repair	2 STROKE OIL MIX		12.50
HUBERTS OUTDOOR POWER	88988	08/12/2024	100-4510-62210	Equipment Maint & Repair	WHEEL & TIRE ASMY		695.75
HUBERTS OUTDOOR POWER	89500	08/12/2024	100-4510-62210	Equipment Maint & Repair	RETURN CREDIT - BRAKE CA...		-37.40
HUBERTS OUTDOOR POWER	89501	08/28/2024	100-4220-62210	Equipment Maint & Repair	BRAKE CABLE - PUSH MOW...		37.40
Vendor HUBERTS OUTDOOR POWER Total:							812.20
Vendor: L & M SUPPLY INC							
L & M SUPPLY INC	2419887	08/13/2024	820-4840-62990	Misc. Operating Expense	GRASS SEED		127.99
L & M SUPPLY INC	2425653	08/22/2024	690-4850-62350	Power Plant/Dam Maint	BATTERIES - NORBERG REPA...		41.96

Council Approval Register

Packet: APPKT01118 - 09/13/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
L & M SUPPLY INC	2427950	08/26/2024	100-4312-62240	Department Maint & Repair	NUTSETTER IMPACT		50.97
L & M SUPPLY INC	2428050	08/26/2024	620-4850-62230	Building Maint & Repair	SHEETING - COVER HIGH SE...		113.56
L & M SUPPLY INC	2429863	08/29/2024	100-4510-62880	Personal Protective Equipm...	PPE - HI VIS RAINSUIT		47.99
L & M SUPPLY INC	2430199	08/29/2024	690-4840-62990	Misc. Operating Expense	SAWZALL BLADE		19.99
Vendor L & M SUPPLY INC Total:							402.46
Vendor: MEGGER							
MEGGER	5580065670	08/29/2024	690-4850-62210	Equipment Maint & Repair	MEGGAR RENTAL FEE - AUG...		1,875.00
Vendor MEGGER Total:							1,875.00
Vendor: MN DPT OF COMMERCE							
MN DPT OF COMMERCE	2ND QTR 2025	09/03/2024	690-4890-68880	Conservation Program	2ND QTR FY 2025 INDIRECT...		3,113.62
Vendor MN DPT OF COMMERCE Total:							3,113.62
Vendor: MTI DISTRIBUTING INC							
MTI DISTRIBUTING INC	1442461-00	08/02/2024	100-4510-62210	Equipment Maint & Repair	SPRING EXTN - MOWER		63.65
MTI DISTRIBUTING INC	1443169-00	08/06/2024	100-4510-62210	Equipment Maint & Repair	BALL JOINT - MOWER		290.70
MTI DISTRIBUTING INC	1443169-01	08/07/2024	100-4510-62210	Equipment Maint & Repair	SEAL KIT - MOWER		88.56
MTI DISTRIBUTING INC	1443756-00	08/08/2024	100-4510-62210	Equipment Maint & Repair	ORINGS / SEAL - MOWER		108.72
MTI DISTRIBUTING INC	1443940-00	08/12/2024	100-4510-62210	Equipment Maint & Repair	SEAL KIT - MOWERS		172.11
MTI DISTRIBUTING INC	1445101-00	08/16/2024	100-4510-62210	Equipment Maint & Repair	OIL SEAL - MOWER		27.35
MTI DISTRIBUTING INC	1446401-00	08/23/2024	100-4510-62210	Equipment Maint & Repair	COLLAR - MOWER		57.57
Vendor MTI DISTRIBUTING INC Total:							808.66
Vendor: N A P A AUTO PARTS THF RVR FL							
N A P A AUTO PARTS THF R...	736784	07/31/2024	690-4850-62210	Equipment Maint & Repair	BATTERY - UNIT #111		309.78
N A P A AUTO PARTS THF R...	736799	08/01/2024	100-4312-62210	Equipment Maint & Repair	EQUIP SUPPLIES		175.87
N A P A AUTO PARTS THF R...	737032	08/09/2024	820-4850-62210	Equipment Maint & Repair	CAP		6.49
N A P A AUTO PARTS THF R...	737135	08/14/2024	100-4510-62210	Equipment Maint & Repair	WATER PUMP - '04 DODGE ...		150.88
N A P A AUTO PARTS THF R...	737161	08/15/2024	100-4510-62210	Equipment Maint & Repair	SERPENTINE KIT		137.91
N A P A AUTO PARTS THF R...	737258	08/20/2024	100-4312-62210	Equipment Maint & Repair	STARTER		126.99
N A P A AUTO PARTS THF R...	737441	08/26/2024	690-4850-62350	Power Plant/Dam Maint	CL ROLL		6.99
Vendor N A P A AUTO PARTS THF RVR FL Total:							914.91
Vendor: NORTHERN MUNICIPAL POWER AGENCY							
NORTHERN MUNICIPAL PO...	AUG 2024	09/13/2024	690-4810-68400	Purchased Power	DE & ENERGY - AUG 2024		1,005,958.99
Vendor NORTHERN MUNICIPAL POWER AGENCY Total:							1,005,958.99
Vendor: NORTHWEST POWER SYSTEMS INC							
NORTHWEST POWER SYST...	T339866	08/06/2024	100-4312-62400	Small Tools and Minor Equip	HYD HOSE /SWIVELS		53.07
NORTHWEST POWER SYST...	T340094	08/13/2024	100-4312-62210	Equipment Maint & Repair	5000 PSI HOSE		141.07
NORTHWEST POWER SYST...	T340330	08/22/2024	690-4850-62350	Power Plant/Dam Maint	FLAP WHEEL		4.61
NORTHWEST POWER SYST...	T340345	08/22/2024	690-4850-62350	Power Plant/Dam Maint	SEAL - NORBERG REPAIR		16.02
NORTHWEST POWER SYST...	T340421	08/27/2024	690-4850-62210	Equipment Maint & Repair	WASHER HOSE - VAC REPAIR		183.49
NORTHWEST POWER SYST...	T340468	08/28/2024	100-4510-62120	Gas-Oil-Lube	PLUG		1.87
Vendor NORTHWEST POWER SYSTEMS INC Total:							400.13

Council Approval Register

Packet: APPKT01118 - 09/13/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: SJOBERG'S CABLE TV							
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	100-4192-63020	Computer Maintenance & li...	MONTHLY SERVICE - SEP 20...		225.00
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	100-4192-63020	Computer Maintenance & li...	MONTHLY SERVICE - SEP 20...		82.05
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	100-4220-63020	Computer Maintenance & li...	MONTHLY SERVICE - SEP 20...		49.95
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	100-4312-63020	Computer Maintenance & li...	MONTHLY SERVICE - SEP 20...		56.95
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	100-4510-63210	Communication Expense	MONTHLY SERVICE - SEP 20...		104.50
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	100-4560-63210	Communication Expense	MONTHLY SERVICE - SEP 20...		40.54
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	610-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - SEP 20...		56.95
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	620-4830-63210	Communication Expense	MONTHLY SERVICE - SEP 20...		25.99
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	620-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - SEP 20...		49.95
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	680-4830-63210	Communication Expense	MONTHLY SERVICE - SEP 20...		475.00
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	680-4830-63210	Communication Expense	MONTHLY SERVICE - SEP 20...		85.50
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	690-4830-63210	Communication Expense	MONTHLY SERVICE - SEP 20...		35.05
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	690-4830-63210	Communication Expense	MONTHLY SERVICE - SEP 20...		142.50
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	690-4830-63210	Communication Expense	MONTHLY SERVICE - SEP 20...		142.50
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - SEP 20...		42.95
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - SEP 20...		225.00
SJOBERG'S CABLE TV	SEP 2024	09/12/2024	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - SEP 20...		49.95
Vendor SJOBERG'S CABLE TV Total:							1,890.33
Vendor: T R F HARDWARE							
T R F HARDWARE	22245571	08/01/2024	100-4315-62990	Misc. Operating Expense	PADLOCK - DUMPSTER AT T...		27.95
T R F HARDWARE	22245729	08/02/2024	690-4850-62210	Equipment Maint & Repair	COUPLING - VAC		3.99
T R F HARDWARE	22245980	08/05/2024	690-4840-62990	Misc. Operating Expense	SAWZALL BLADES - #105		22.99
T R F HARDWARE	22246054	08/06/2024	690-4840-62990	Misc. Operating Expense	STAR CON LAG - #110		31.98
T R F HARDWARE	22246124	08/06/2024	100-4312-62210	Equipment Maint & Repair	NUTS / BOLTS / SCREWS		3.39
T R F HARDWARE	22246211	08/07/2024	620-4850-62210	Equipment Maint & Repair	ADAPTERS / COUPLING - W...		11.36
T R F HARDWARE	22246362	08/08/2024	100-4210-62400	Small Tools and Minor Equip	SLINGS - SRT TEAM		194.95
T R F HARDWARE	22246385	08/08/2024	100-4210-63320	Training Expense	POLY SHEET - SRT TRAINING		18.99
T R F HARDWARE	22247147	08/15/2024	100-4220-64400	Travel, Conference, School	HOSE DUMMY - TRAINING ...		38.15
T R F HARDWARE	22247574	08/20/2024	100-4510-62240	Department Maint & Repair	ROPE		7.96
T R F HARDWARE	22248822	08/22/2024	100-4510-62240	Department Maint & Repair	VAC FILTER		18.99
T R F HARDWARE	22249316	08/27/2024	100-4510-62400	Small Tools and Minor Equip	FUEL - TILLER / PRUNING T...		62.96
T R F HARDWARE	22249618	08/30/2024	100-4510-62120	Gas-Oil-Lube	FUEL FILTER		5.49
Vendor T R F HARDWARE Total:							449.15
Vendor: TEAM LABORATORY CHEMICAL LLC							
TEAM LABORATORY CHEMI...	INV0042994	08/27/2024	680-4850-62220	Lift Station and Pond Maint...	WW POND SPRAY		1,203.50
Vendor TEAM LABORATORY CHEMICAL LLC Total:							1,203.50
Vendor: THIEF RIVER FALLS TIMES							
THIEF RIVER FALLS TIMES	AUG 2024 - 137	08/31/2024	610-4810-62590	Misc. Mdse for Resale	AUG 2024 STMT - NEWSPA...		134.40
THIEF RIVER FALLS TIMES	AUG 2024 - 137	08/31/2024	610-4880-63490	Advertising	AUG 2024 STMT - LABOR D...		324.00
THIEF RIVER FALLS TIMES	AUG 2024 - 878	08/31/2024	100-4150-63590	Printing & Publications	AUG 2024 STMT - 2023 TAX ...		100.98
THIEF RIVER FALLS TIMES	AUG 2024 - 878	08/31/2024	100-4650-63490	Advertising	AUG 2024 STMT - AD GIS M...		370.00
THIEF RIVER FALLS TIMES	AUG 2024 - 878	08/31/2024	100-4670-62990	Misc. Operating Expense	AUG 2024 STMT - SURPLUS ...		148.00

Council Approval Register

Packet: APPKT01118 - 09/13/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
THIEF RIVER FALLS TIMES	AUG 2024 - 878	08/31/2024	690-4890-63590	Printing & Publications	AUG 2024 STMT - AD POWE...		105.75
Vendor THIEF RIVER FALLS TIMES Total:							1,183.13
Grand Total:							1,090,186.32

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	43,122.63
540 - 2024 ICE PLANT PROJECT	50.36
610 - LIQUOR DISPENSARY	10,857.62
620 - WATER UTILITY FUND	16,715.37
680 - WASTEWATER UTILITY FUND	1,963.06
690 - ELECTRIC UTILITY FUND	1,017,337.51
820 - GREENWOOD CEMETERY FUND	139.77
Grand Total:	1,090,186.32

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63590	Printing & Publications	100.98
100-4192-63020	Computer Maintenance...	307.05
100-4194-62990	Misc. Operating Expense	158.73
100-4210-62010	Office Supplies	15.98
100-4210-62210	Equipment Maint & Repa..	47.01
100-4210-62400	Small Tools and Minor E...	194.95
100-4210-63320	Training Expense	18.99
100-4220-62210	Equipment Maint & Repa..	60.88
100-4220-63020	Computer Maintenance...	49.95
100-4220-64400	Travel, Conference, Sch...	38.15
100-4312-62210	Equipment Maint & Repa..	583.28
100-4312-62240	Department Maint & Re...	50.97
100-4312-62400	Small Tools and Minor E...	53.07
100-4312-62990	Misc. Operating Expense	17.38
100-4312-63020	Computer Maintenance...	56.95
100-4312-63030	Contracts Expense	38,252.50
100-4315-62880	Personal Protective Equi...	29.98
100-4315-62990	Misc. Operating Expense	27.95
100-4510-62120	Gas-Oil-Lube	7.36
100-4510-62210	Equipment Maint & Repa..	1,755.80
100-4510-62240	Department Maint & Re...	338.84
100-4510-62400	Small Tools and Minor E...	155.93
100-4510-62880	Personal Protective Equi...	47.99
100-4510-62990	Misc. Operating Expense	5.50
100-4510-63210	Communication Expense	104.50
100-4550-62990	Misc. Operating Expense	83.42
100-4560-63210	Communication Expense	40.54
100-4650-63490	Advertising	370.00
100-4670-62990	Misc. Operating Expense	148.00
540-4680-65900	Work in Process-Constru...	50.36
610-4810-62590	Misc. Mdse for Resale	134.40

Account Summary

Account Number	Account Name	Expense Amount
610-4840-62140	Off Sale Supplies	173.06
610-4840-62990	Misc. Operating Expense	297.84
610-4850-62230	Building Maint & Repair	384.92
610-4880-63490	Advertising	324.00
610-4890-63020	Computer Maintenance...	56.95
610-4890-63060	Credit Card Fees	9,486.45
620-4830-63210	Communication Expense	25.99
620-4840-62160	Chemicals	11,808.00
620-4840-62170	Field Supplies	19.74
620-4840-62890	Uniforms/ID Clothing	102.82
620-4840-62990	Misc. Operating Expense	3.95
620-4850-62210	Equipment Maint & Repa..	11.36
620-4850-62220	Plant Equip Maint & Rep...	4,580.00
620-4850-62230	Building Maint & Repair	113.56
620-4890-63020	Computer Maintenance...	49.95
680-4830-63210	Communication Expense	560.50
680-4840-62880	Personal Protective Equi...	19.14
680-4840-62990	Misc. Operating Expense	31.98
680-4850-62200	System Expense	147.94
680-4850-62220	Lift Station and Pond Ma...	1,203.50
690-4810-68400	Purchased Power	1,005,958.99
690-4830-63210	Communication Expense	320.05
690-4840-62010	Office Supplies	259.28
690-4840-62880	Personal Protective Equi...	59.49
690-4840-62990	Misc. Operating Expense	230.51
690-4850-62210	Equipment Maint & Repa..	2,372.26
690-4850-62350	Power Plant/Dam Maint	257.54
690-4850-62360	Distribution Maint	4,342.12
690-4890-63020	Computer Maintenance...	317.90
690-4890-63590	Printing & Publications	105.75
690-4890-68880	Conservation Program	3,113.62
820-4840-62990	Misc. Operating Expense	127.99
820-4850-62210	Equipment Maint & Repa..	11.78
Grand Total:		1,090,186.32

Project Account Summary

Project Account Key	Expense Amount
None	1,090,186.32
Grand Total:	1,090,186.32



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01126 - 09/17/24 ELECTRIC INVENTORY PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DAKOTA SUPPLY GROUP							
DAKOTA SUPPLY GROUP	S103908284.001	08/01/2024	690-4840-62990	Misc. Operating Expense	PULLING LUBE		117.80
DAKOTA SUPPLY GROUP	S103933706.001	08/01/2024	690-14100	Inventory - Materials	Ground Rod 8'		210.56
DAKOTA SUPPLY GROUP	S103938577.001	08/01/2024	690-14100	Inventory - Materials	250 MCM		3,729.42
DAKOTA SUPPLY GROUP	S103939762.001	08/01/2024	620-4850-62200	System Expense	WEST TOWER MIXER REPAIR		118.18
DAKOTA SUPPLY GROUP	S103975624.001	08/22/2024	690-14100	Inventory - Materials	Yellow #12 Thhn Stranded ...		98.43
DAKOTA SUPPLY GROUP	S103986668.001	08/16/2024	690-4840-62990	Misc. Operating Expense	TOOLS		32.03
DAKOTA SUPPLY GROUP	S103986673.001	08/16/2024	690-4840-62990	Misc. Operating Expense	TOOLS		10.80
DAKOTA SUPPLY GROUP	S103986673.002	08/16/2024	690-4840-62990	Misc. Operating Expense	TOOLS		-0.12
DAKOTA SUPPLY GROUP	S103988497.001	08/19/2024	620-4850-62230	Building Maint & Repair	HIGH SERVICE PUMP HOUSE..		350.74
DAKOTA SUPPLY GROUP	S103994229.001	08/29/2024	690-14100	Inventory - Materials	Yellow #12 Thhn Stranded ...		98.43
Vendor DAKOTA SUPPLY GROUP Total:							4,766.27
Vendor: DIGI KEY CORPORATION							
DIGI KEY CORPORATION	106349607	08/05/2024	690-4850-62360	Distribution Maint	BATTERY - MORRIS OWEN ...		41.92
DIGI KEY CORPORATION	106669977	08/20/2024	690-4840-62990	Misc. Operating Expense	BATTERIES		111.73
DIGI KEY CORPORATION	106724045	08/29/2024	690-14100	Inventory - Materials	3M 1100 2 to 4/0 AWG Heat..		487.54
DIGI KEY CORPORATION	106844838	08/29/2024	690-4840-62990	Misc. Operating Expense	SCAPS PACK		382.13
Vendor DIGI KEY CORPORATION Total:							1,023.32
Vendor: STUART C IRBY CO							
STUART C IRBY CO	S013978353.001	09/11/2024	690-14100	Inventory - Materials	Guy Attachment (Goat Hook)		179.02
STUART C IRBY CO	S014009643.001	09/05/2024	690-14100	Inventory - Materials	350 MCM Splice Kit		1,840.39
STUART C IRBY CO	S014010866.001	07/31/2024	690-4840-62400	Small Tools and Minor Equip	SPIKING CLAMPS		674.08
STUART C IRBY CO	S014015179.001	09/16/2024	690-14100	Inventory - Materials	4/0 Elbow Kit		3,073.19
STUART C IRBY CO	S014016353.001	08/01/2024	690-4840-62880	Personal Protective Equipm...	PPE GLOVES - M STENNES		53.97
STUART C IRBY CO	S014020435.001	08/22/2024	690-14100	Inventory - Materials	ALFO CS820 CABLE POSITIO...		830.85
STUART C IRBY CO	S014020435.002	08/13/2024	690-14100	Inventory - Materials	500 5/8 4 POS Utilco Bars		344.99
STUART C IRBY CO	S014028287.001	08/22/2024	690-14100	Inventory - Materials	CU H - Taps #6-#2 MED		162.45
STUART C IRBY CO	S014028287.001	08/22/2024	690-14100	Inventory - Materials	5/8" Anchor w/10" Helix		404.42
STUART C IRBY CO	S014032127.001	08/29/2024	690-14100	Inventory - Materials	4/0 - 4/0 AL/CU COMPRESS...		299.25
STUART C IRBY CO	S014042270.001	09/11/2024	690-14100	Inventory - Materials	200 AMP 2 POS 15 KV MOD		724.61
Vendor STUART C IRBY CO Total:							8,587.22
Grand Total:							14,376.81

Fund Summary

Fund	Expense Amount
620 - WATER UTILITY FUND	468.92
690 - ELECTRIC UTILITY FUND	13,907.89
Grand Total:	14,376.81

Account Summary

Account Number	Account Name	Expense Amount
620-4850-62200	System Expense	118.18
620-4850-62230	Building Maint & Repair	350.74
690-14100	Inventory - Materials	12,483.55
690-4840-62400	Small Tools and Minor E...	674.08
690-4840-62880	Personal Protective Equi...	53.97
690-4840-62990	Misc. Operating Expense	654.37
690-4850-62360	Distribution Maint	41.92
Grand Total:		14,376.81

Project Account Summary

Project Account Key	Expense Amount
None	14,376.81
Grand Total:	14,376.81



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01125 - 09/17/24 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 SEP 2024	09/07/2024	100-4150-62020	Computer Supplies	1ST HALF SEP 2024 - WIREL...		27.99
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2024	09/07/2024	100-4650-62020	Computer Supplies	1ST HALF SEP 2024 - TV AD...		7.95
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2024	09/07/2024	620-4850-62210	Equipment Maint & Repair	1ST HALF SEP 2024 - REAR V...		49.99
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2024	09/07/2024	690-4840-62990	Misc. Operating Expense	1ST HALF SEP 2 024 - SCREE...		24.95
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2024	09/07/2024	690-4850-62360	Distribution Maint	1ST HALF SEP 2024 - LED FL...		56.00
Vendor AMAZON CAPITAL SERVICES INC Total:							166.88
Vendor: EMERGENCY AUTOMOTIVE TECHNOLOGIES INC							
EMERGENCY AUTOMOTIVE ...	SP24018	07/23/2024	100-4670-64530	Public Safety Grant Expenses	SRT TRAILER UPFIT		15,821.73
Vendor EMERGENCY AUTOMOTIVE TECHNOLOGIES INC Total:							15,821.73
Vendor: GARDEN VALLEY TECHNOLOGIES							
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4150-63210	Communication Expense	PHONE CHARGES - SEP / OC...		0.14
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4150-63210	Communication Expense	PHONE CHARGES - SEP / OC...		407.82
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4194-63210	Communication Expense	PHONE CHARGES - SEP / OC...		62.95
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4220-63210	Communication Expense	PHONE CHARGES - SEP / OC...		103.95
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4240-63210	Communication Expense	PHONE CHARGES - SEP / OC...		26.99
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4312-63210	Communication Expense	PHONE CHARGES - SEP / OC...		41.99
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4315-63210	Communication Expense	PHONE CHARGES - SEP / OC...		41.98
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4510-63210	Communication Expense	PHONE CHARGES - SEP / OC...		48.99
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4570-63210	Communication Expense	PHONE CHARGES - SEP / OC...		9.99
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4650-63210	Communication Expense	PHONE CHARGES - SEP / OC...		110.97
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4660-63210	Communication Expense	PHONE CHARGES - SEP / OC...		22.00
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4670-64500	Senior Citizen Programs	PHONE CHARGES - SEP / OC...		81.90
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	100-4670-64500	Senior Citizen Programs	PHONE CHARGES - SEP / OC...		2.58
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	610-4830-63210	Communication Expense	PHONE CHARGES - SEP / OC...		154.98
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	620-4830-63210	Communication Expense	PHONE CHARGES - SEP / OC...		197.89
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	630-4830-63210	Communication Expense	PHONE CHARGES - SEP / OC...		330.22
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	630-4830-63210	Communication Expense	PHONE CHARGES - SEP / OC...		1.18
GARDEN VALLEY TECHNOL...	101361623	09/17/2024	690-4830-63210	Communication Expense	PHONE CHARGES - SEP / OC...		341.90
Vendor GARDEN VALLEY TECHNOLOGIES Total:							1,988.42
Vendor: HUBERTS OUTDOOR POWER							
HUBERTS OUTDOOR POWER	3124	07/24/2024	100-4670-64530	Public Safety Grant Expenses	BRIGGS & STRATTON 4000...		850.00
Vendor HUBERTS OUTDOOR POWER Total:							850.00
Vendor: JAMES NELSON							
JAMES NELSON	REIMB 09 17 24	09/15/2024	690-4840-62880	Personal Protective Equipm...	REMBURSE - PPE INVOICE #...		229.90
Vendor JAMES NELSON Total:							229.90

Council Approval Register

Packet: APPKT01125 - 09/17/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MARCO TECHNOLOGIES LLC							
MARCO TECHNOLOGIES LLC	537757700	09/01/2024	100-4150-63030	Contracts Expense	COPIER CONTRACT - SEP 20...		565.83
MARCO TECHNOLOGIES LLC	537757700	09/01/2024	100-4650-63030	Contracts Expense	COPIER CONTRACT - SEP 20...		409.26
MARCO TECHNOLOGIES LLC	537757700	09/01/2024	690-4890-63030	Contracts Expense	COPIER CONTRACT - SEP 20...		135.35
Vendor MARCO TECHNOLOGIES LLC Total:							1,110.44
Vendor: MINNESOTA ENERGY GROUP-00002							
MINNESOTA ENERGY GROU...	5168512350	09/09/2024	100-4670-64500	Senior Citizen Programs	GAS METER READING - AUG...		43.19
Vendor MINNESOTA ENERGY GROUP-00002 Total:							43.19
Vendor: MINNESOTA ENERGY GROUP-00003							
MINNESOTA ENERGY GROU...	5167134050	09/06/2024	100-4220-63890	Utilities Expense	GAS METER READING - AUG...		47.00
MINNESOTA ENERGY GROU...	5167134050	09/06/2024	100-4550-63890	Utilities Expense	GAS METER READING - AUG...		52.65
MINNESOTA ENERGY GROU...	5167134050	09/06/2024	100-4560-63890	Utilities Expense	GAS METER READING - AUG...		52.65
MINNESOTA ENERGY GROU...	5167134050	09/06/2024	100-4570-63890	Utilities Expense	GAS METER READING - AUG...		50.23
MINNESOTA ENERGY GROU...	5167134050	09/06/2024	680-4830-63890	Utilities Expense	GAS METER READING - AUG...		23.30
Vendor MINNESOTA ENERGY GROUP-00003 Total:							225.83
Vendor: MINNESOTA ENERGY GROUP-000079							
MINNESOTA ENERGY GROU...	5170945463	09/10/2024	100-4194-63890	Utilities Expense	GAS METER READING - AUG...		21.38
Vendor MINNESOTA ENERGY GROUP-000079 Total:							21.38
Vendor: PENNINGTON CO HUMANE SOCIETY							
PENNINGTON CO HUMANE ...	SEP 2024	09/17/2024	100-4210-63100	Animal Control	ANIMAL CONTROL SERVICES...		1,400.00
Vendor PENNINGTON CO HUMANE SOCIETY Total:							1,400.00
Vendor: POMPS TIRE SERVICE INC							
POMPS TIRE SERVICE INC	1550029285	08/02/2024	100-4210-62210	Equipment Maint & Repair	NEW TIRES		652.32
POMPS TIRE SERVICE INC	1550029333	08/05/2024	680-4850-62210	Equipment Maint & Repair	TIRE REPAIR - '15 RAM PICK...		37.10
POMPS TIRE SERVICE INC	1550029537	08/15/2024	100-4312-62210	Equipment Maint & Repair	O RING & REPAIR - JD MOT...		108.45
POMPS TIRE SERVICE INC	1550029544	08/15/2024	620-4850-62210	Equipment Maint & Repair	4 TIRES - '21 RAM PICKUP		753.60
POMPS TIRE SERVICE INC	1550029791	08/29/2024	100-4210-62210	Equipment Maint & Repair	NEW TIRE		185.80
Vendor POMPS TIRE SERVICE INC Total:							1,737.27
Vendor: TRUE NORTH EQUIPMENT							
TRUE NORTH EQUIPMENT	10503183	08/30/2024	820-4680-65400	Machinery & Equipment	JOHN DEERE Z930M - Z TU...		11,000.00
Vendor TRUE NORTH EQUIPMENT Total:							11,000.00
Vendor: TYLER D HENNINGS							
TYLER D HENNINGS	87843	09/17/2024	690-11530	Accts Receivable - Billing	REISSUE LOST CHECK 08/26...		183.93
Vendor TYLER D HENNINGS Total:							183.93
Vendor: VERIZON WIRELESS #486397938							
VERIZON WIRELESS #48639...	9972791668	09/01/2024	100-4210-63210	Communication Expense	MONTHLY ACCESS CHARGES...		295.14
Vendor VERIZON WIRELESS #486397938 Total:							295.14

Council Approval Register

Packet: APPKT01125 - 09/17/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: YVONNE PEDERSON							
YVONNE PEDERSON	OCT 2024	09/17/2024	810-4820-61500	Annuity Payments	POLICE PENSION - OCT 2024		1,098.61
						Vendor YVONNE PEDERSON Total:	1,098.61
						Grand Total:	36,172.72

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	21,553.82
610 - LIQUOR DISPENSARY	154.98
620 - WATER UTILITY FUND	1,001.48
630 - ARENAS - OAK VIEW GROUP	331.40
680 - WASTEWATER UTILITY FUND	60.40
690 - ELECTRIC UTILITY FUND	972.03
810 - POLICE RELIEF ASSOCIATION	1,098.61
820 - GREENWOOD CEMETERY FUND	11,000.00
Grand Total:	36,172.72

Account Summary

Account Number	Account Name	Expense Amount
100-4150-62020	Computer Supplies	27.99
100-4150-63030	Contracts Expense	565.83
100-4150-63210	Communication Expense	407.96
100-4194-63210	Communication Expense	62.95
100-4194-63890	Utilities Expense	21.38
100-4210-62210	Equipment Maint & Repa..	838.12
100-4210-63100	Animal Control	1,400.00
100-4210-63210	Communication Expense	295.14
100-4220-63210	Communication Expense	103.95
100-4220-63890	Utilities Expense	47.00
100-4240-63210	Communication Expense	26.99
100-4312-62210	Equipment Maint & Repa..	108.45
100-4312-63210	Communication Expense	41.99
100-4315-63210	Communication Expense	41.98
100-4510-63210	Communication Expense	48.99
100-4550-63890	Utilities Expense	52.65
100-4560-63890	Utilities Expense	52.65
100-4570-63210	Communication Expense	9.99
100-4570-63890	Utilities Expense	50.23
100-4650-62020	Computer Supplies	7.95
100-4650-63030	Contracts Expense	409.26
100-4650-63210	Communication Expense	110.97
100-4660-63210	Communication Expense	22.00
100-4670-64500	Senior Citizen Programs	127.67
100-4670-64530	Public Safety Grant Expe...	16,671.73
610-4830-63210	Communication Expense	154.98
620-4830-63210	Communication Expense	197.89
620-4850-62210	Equipment Maint & Repa..	803.59
630-4830-63210	Communication Expense	331.40
680-4830-63890	Utilities Expense	23.30

Account Summary

Account Number	Account Name	Expense Amount
680-4850-62210	Equipment Maint & Repa..	37.10
690-11530	Accts Receivable - Billing	183.93
690-4830-63210	Communication Expense	341.90
690-4840-62880	Personal Protective Equi...	229.90
690-4840-62990	Misc. Operating Expense	24.95
690-4850-62360	Distribution Maint	56.00
690-4890-63030	Contracts Expense	135.35
810-4820-61500	Annuity Payments	1,098.61
820-4680-65400	Machinery & Equipment	11,000.00
	Grand Total:	36,172.72

Project Account Summary

Project Account Key	Expense Amount
None	36,172.72
Grand Total:	36,172.72



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01133 - 09/18/24 3RD QTR VOLUNTEER FIREFIGHTERS

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ANTHONY HORACHEK							
ANTHONY HORACHEK	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
Vendor ANTHONY HORACHEK Total:							145.00
Vendor: BLAKE WALKER							
BLAKE WALKER	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
Vendor BLAKE WALKER Total:							145.00
Vendor: BRIAN JACOBSON							
BRIAN JACOBSON	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
Vendor BRIAN JACOBSON Total:							145.00
Vendor: DEREK NEISEN							
DEREK NEISEN	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
Vendor DEREK NEISEN Total:							145.00
Vendor: DEVIN SPEARS							
DEVIN SPEARS	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
Vendor DEVIN SPEARS Total:							145.00
Vendor: ERIK BRATENG							
ERIK BRATENG	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
Vendor ERIK BRATENG Total:							145.00
Vendor: FRANCIS TRUDEAU							
FRANCIS TRUDEAU	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
Vendor FRANCIS TRUDEAU Total:							145.00
Vendor: GRANT ASP							
GRANT ASP	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
Vendor GRANT ASP Total:							145.00
Vendor: IAN LUND							
IAN LUND	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
Vendor IAN LUND Total:							145.00
Vendor: JEFFREY SCHNEIDER							
JEFFREY SCHNEIDER	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
Vendor JEFFREY SCHNEIDER Total:							145.00
Vendor: JONATHAN LARSON							
JONATHAN LARSON	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
Vendor JONATHAN LARSON Total:							145.00

Council Approval Register

Packet: APPKT01133 - 09/18/24 3RD QTR VOLUNTEER FIREFIGHTERS

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: JOSIAH JENSEN							
JOSIAH JENSEN	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
					Vendor JOSIAH JENSEN Total:		145.00
Vendor: JUDD ALBY							
JUDD ALBY	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
					Vendor JUDD ALBY Total:		145.00
Vendor: KEARY PETSCHL							
KEARY PETSCHL	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
					Vendor KEARY PETSCHL Total:		145.00
Vendor: KEATON HUOT							
KEATON HUOT	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
					Vendor KEATON HUOT Total:		145.00
Vendor: KEVIN WALSETH							
KEVIN WALSETH	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024VFF SALARY		145.00
					Vendor KEVIN WALSETH Total:		145.00
Vendor: MIKE LARSON							
MIKE LARSON	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
					Vendor MIKE LARSON Total:		145.00
Vendor: NICHOLAS TRUDEAU							
NICHOLAS TRUDEAU	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
					Vendor NICHOLAS TRUDEAU Total:		145.00
Vendor: PATRICK BARRY							
PATRICK BARRY	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
					Vendor PATRICK BARRY Total:		145.00
Vendor: PAUL D GONSOROWSKI							
PAUL D GONSOROWSKI	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
					Vendor PAUL D GONSOROWSKI Total:		145.00
Vendor: SCOTT WALKER							
SCOTT WALKER	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
					Vendor SCOTT WALKER Total:		145.00
Vendor: SHANE CRANDALL							
SHANE CRANDALL	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
					Vendor SHANE CRANDALL Total:		145.00
Vendor: TREVOR SWANSON							
TREVOR SWANSON	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
					Vendor TREVOR SWANSON Total:		145.00
Vendor: WAYNE NOME LAND							
WAYNE NOME LAND	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR VFF SALARY		145.00
					Vendor WAYNE NOME LAND Total:		145.00

Council Approval Register

Packet: APPKT01133 - 09/18/24 3RD QTR VOLUNTEER FIREFIGHTERS

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ZACHARY JOHNSON							
ZACHARY JOHNSON	3RD QTR 2024	09/18/2024	100-4220-61060	Temporary Salaries	3RD QTR 2024 VFF SALARY		145.00
						Vendor ZACHARY JOHNSON Total:	145.00
						Grand Total:	3,625.00

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	3,625.00
Grand Total:	3,625.00

Account Summary

Account Number	Account Name	Expense Amount
100-4220-61060	Temporary Salaries	3,625.00
Grand Total:		3,625.00

Project Account Summary

Project Account Key	Expense Amount
None	3,625.00
Grand Total:	3,625.00



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01124 - 09/18/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3706858	08/27/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		504.00
Vendor ARTISAN BEER COMPANY Total:							504.00
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPLY	0108842400	09/04/2024	610-4810-62590	Misc. Mdse for Resale	CAN HUGGERS		91.80
Vendor BELLBOY CORP - BAR SUPPLY Total:							91.80
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	0204854800	09/04/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		880.00
BELLBOY CORP - LIQUOR	0204921400	09/04/2024	610-4810-62610	Freight In (Liquor)	PURCHASE - LIQUOR		2,575.23
BELLBOY CORP - LIQUOR	0204921600	09/04/2024	610-4810-62510	Liquor for Resale	PURCHASE - WINE		960.00
Vendor BELLBOY CORP - LIQUOR Total:							4,415.23
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	117402025	08/27/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		306.00
BREAKTHRU BEVERAGE	117569592	09/05/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		645.32
BREAKTHRU BEVERAGE	117569592	09/05/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		101.00
Vendor BREAKTHRU BEVERAGE Total:							1,052.32
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU...	2610599	08/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		7,477.20
JOHNSON BROTHERS LIQU...	2610600	08/26/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		4,631.60
JOHNSON BROTHERS LIQU...	2610601	08/26/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		101.00
JOHNSON BROTHERS LIQU...	2614414	08/29/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		99.00
JOHNSON BROTHERS LIQU...	2614415	08/29/2024	610-4810-62530	Wine for Resale	PURCHASE - MIX		2,660.00
Vendor JOHNSON BROTHERS LIQUOR Total:							14,968.80
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6836594	08/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,813.50
PHILLIPS WINE & SPIRITS	6836595	08/26/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		455.00
PHILLIPS WINE & SPIRITS	6836596	08/26/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		428.55
PHILLIPS WINE & SPIRITS	6840689	09/03/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		920.00
Vendor PHILLIPS WINE & SPIRITS Total:							3,617.05
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2524644	09/04/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		8,547.21
SOUTHERN GLAZERS OF MN	2524644	09/04/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,219.60
SOUTHERN GLAZERS OF MN	5116307	08/30/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,500.00
SOUTHERN GLAZERS OF MN	5116308	08/30/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		2,087.04

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Packet: APPKT01124 - 09/18/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SOUTHERN GLAZERS OF MN	5116309	08/30/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		3,385.38
Vendor SOUTHERN GLAZERS OF MN Total:							16,739.23
Vendor: T R F RADIO							
T R F RADIO	36963-1	08/20/2024	610-4880-63490	Advertising	RADIO ADVERTISING - AUG ...		3,885.00
Vendor T R F RADIO Total:							3,885.00
Grand Total:							45,273.43

Fund Summary

Fund	Expense Amount
610 - LIQUOR DISPENSARY	45,273.43
Grand Total:	45,273.43

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	27,120.65
610-4810-62520	Beer for Resale	504.00
610-4810-62530	Wine for Resale	10,466.20
610-4810-62540	Soft Drinks/Mix for Resa...	630.55
610-4810-62590	Misc. Mdse for Resale	91.80
610-4810-62610	Freight In (Liquor)	2,575.23
610-4880-63490	Advertising	3,885.00
Grand Total:		45,273.43

Project Account Summary

Project Account Key	Expense Amount
None	45,273.43
Grand Total:	45,273.43



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01119 - PYPKT01261 - 2024 09 19 #19 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...	INV0001305	09/17/2024	740-4870-63650	Senior Gold BC/BS Monthly ...	SEPT 2024 BILLING		3,162.50
Vendor BLUE CROSS BLUE SHIELD OF MN Total:							3,162.50
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0001300	09/19/2024	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		22,672.42
INTERNAL REVENUE SERVICE	INV0001300	09/19/2024	740-20150	Payroll Taxes Payable	MEDICARE		7,644.52
INTERNAL REVENUE SERVICE	INV0001300	09/19/2024	740-20150	Payroll Taxes Payable	FED W/H		23,875.94
Vendor INTERNAL REVENUE SERVICE Total:							54,192.88
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIRE...	INV0001309	09/17/2024	100-4150-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001309	09/17/2024	100-4220-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001309	09/17/2024	100-4312-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001309	09/17/2024	100-4315-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0001309	09/17/2024	100-4510-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001309	09/17/2024	100-4650-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0001309	09/17/2024	690-4825-61340	MSRS HCSP	HCSP Retiree		100.00
Vendor MINNESOTA STATE RETIREMENT SYS Total:							1,100.00
Vendor: MINNESOTA TEAMSTERS NO. 320							
MINNESOTA TEAMSTERS N...	INV0001296	09/19/2024	740-24000	Clearing Account	Union Dues		4,110.00
Vendor MINNESOTA TEAMSTERS NO. 320 Total:							4,110.00
Vendor: MN DPT OF REVENUE - GARNISHMENTS							
MN DPT OF REVENUE - GA...	INV0001297	09/19/2024	740-24000	Clearing Account	Garnishment		373.78
Vendor MN DPT OF REVENUE - GARNISHMENTS Total:							373.78
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WIT...	INV0001299	09/19/2024	740-20160	State Withholding	State W/H Tax		11,775.97
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							11,775.97
Vendor: P E R A OF MN							
P E R A OF MN	INV0001298	09/19/2024	740-20180	PERA Payable	PERA EE/ER COORD		25,254.26
P E R A OF MN	INV0001298	09/19/2024	740-20180	PERA Payable	PERA EE/ER P&F		23,488.25
P E R A OF MN	INV0001298	09/19/2024	740-20180	PERA Payable	PERA EE/ER DEF		342.02
Vendor P E R A OF MN Total:							49,084.53
Vendor: SUN LIFE FINANCIAL - LIFE							
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	100-4150-61330	Life Insurance	Life Ins Premium		66.30
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	100-4194-61330	Life Insurance	Life Ins Premium		9.35
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	100-4210-61330	Life Insurance	Life Ins Premium		165.75

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Packet: APPKT01119 - PYPKT01261 - 2024 09 19 #19 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	100-4220-61330	Life Insurance	Life Ins Premium		68.85
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	100-4312-61330	Life Insurance	Life Ins Premium		56.10
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	100-4315-61330	Life Insurance	Life Ins Premium		56.10
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	100-4510-61330	Life Insurance	Life Ins Premium		18.70
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	100-4650-61330	Life Insurance	Life Ins Premium		22.10
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	100-4660-61330	Life Insurance	Life Ins Premium		12.75
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	610-4825-61330	Life Insurance	Life Ins Premium		45.39
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	620-4825-61330	Life Insurance	Life Ins Premium		40.80
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	680-4825-61330	Life Insurance	Life Ins Premium		37.40
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	690-4825-61330	Life Insurance	Life Ins Premium		171.70
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	740-24000	Clearing Account	Life Ins Premium		583.31
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	740-4870-63640	Life Insurance - COBRA	Life Ins COBRA		48.90
SUN LIFE FINANCIAL - LIFE	INV0001295	09/19/2024	820-4825-61330	Life Insurance	Life Ins Premium		9.35
Vendor SUN LIFE FINANCIAL - LIFE Total:							1,412.85
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0001292	09/19/2024	740-24000	Clearing Account	Contributions Employee		5,292.70
Vendor VANTAGEPOINT ICMA Total:							5,292.70
Vendor: WEX BANK							
WEX BANK	INV0001294	09/19/2024	740-24000	Clearing Account	HSA		502.20
WEX BANK	INV0001306	09/17/2024	100-4150-61310	Health Insurance	HSA City Contribution		1,068.75
WEX BANK	INV0001306	09/17/2024	100-4210-61310	Health Insurance	HSA City Contribution		1,465.38
WEX BANK	INV0001306	09/17/2024	100-4220-61310	Health Insurance	HSA City Contribution		672.12
WEX BANK	INV0001306	09/17/2024	100-4312-61310	Health Insurance	HSA City Contribution		844.71
WEX BANK	INV0001306	09/17/2024	100-4315-61310	Health Insurance	HSA City Contribution		448.08
WEX BANK	INV0001306	09/17/2024	100-4510-61310	Health Insurance	HSA City Contribution		620.67
WEX BANK	INV0001306	09/17/2024	610-4825-61310	Health Insurance	HSA City Contribution		620.67
WEX BANK	INV0001306	09/17/2024	680-4825-61310	Health Insurance	HSA City Contribution		844.71
WEX BANK	INV0001306	09/17/2024	690-4825-61310	Health Insurance	HSA City Contribution		1,689.42
WEX BANK	INV0001306	09/17/2024	820-4825-61310	Health Insurance	HSA City Contribution		224.04
WEX BANK	INV0001308	09/17/2024	100-4150-61310	Health Insurance	VEBA City Contribution		224.04
WEX BANK	INV0001308	09/17/2024	100-4210-61310	Health Insurance	VEBA City Contribution		2,361.54
WEX BANK	INV0001308	09/17/2024	100-4220-61310	Health Insurance	VEBA City Contribution		1,465.38
WEX BANK	INV0001308	09/17/2024	100-4312-61310	Health Insurance	VEBA City Contribution		1,079.95
WEX BANK	INV0001308	09/17/2024	100-4315-61310	Health Insurance	VEBA City Contribution		1,135.96
WEX BANK	INV0001308	09/17/2024	100-4510-61310	Health Insurance	VEBA City Contribution		291.25
WEX BANK	INV0001308	09/17/2024	100-4650-61310	Health Insurance	VEBA City Contribution		844.71
WEX BANK	INV0001308	09/17/2024	100-4660-61310	Health Insurance	VEBA City Contributions		224.04
WEX BANK	INV0001308	09/17/2024	610-4825-61310	Health Insurance	VEBA Employer Contribution		224.04
WEX BANK	INV0001308	09/17/2024	670-4825-61310	Health Insurance	VEBA City Contribution		67.22
WEX BANK	INV0001308	09/17/2024	680-4825-61310	Health Insurance	VEBA City Contribution		1,241.34
WEX BANK	INV0001308	09/17/2024	690-4825-61310	Health Insurance	VEBA City Contribution		4,223.55
WEX BANK	INV0001308	09/17/2024	820-4825-61310	Health Insurance	VEBA City Contribution		11.20
Vendor WEX BANK Total:							22,394.97

Council Approval Register

Packet: APPKT01119 - PYPKT01261 - 2024 09 19 #19 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: WEX HEALTH INC							
WEX HEALTH INC	INV0001301	09/13/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		4.66
WEX HEALTH INC	INV0001302	09/09/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		30.00
WEX HEALTH INC	INV0001303	09/17/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		30.00
WEX HEALTH INC	INV0001304	09/17/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		9.32
WEX HEALTH INC	INV0001307	09/17/2024	100-4670-62990	Misc. Operating Expense	WEX Administrative Fees - S...		126.50
WEX HEALTH INC	INV0001307	09/17/2024	610-4840-62990	Misc. Operating Expense	WEX Administrative Fees - S...		13.75
WEX HEALTH INC	INV0001307	09/17/2024	620-4840-62990	Misc. Operating Expense	WEX Administrative Fees - S...		13.75
WEX HEALTH INC	INV0001307	09/17/2024	620-4840-62990	Misc. Operating Expense	WEX Administrative Fees - S...		5.50
WEX HEALTH INC	INV0001307	09/17/2024	690-4840-62990	Misc. Operating Expense	WEX Administrative Fees - S...		46.75
WEX HEALTH INC	INV0001310	09/19/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		10.00
Vendor WEX HEALTH INC Total:							290.23
Grand Total:							153,190.41

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	14,349.08
610 - LIQUOR DISPENSARY	903.85
620 - WATER UTILITY FUND	60.05
670 - STORM WATER UTILITY FUND	67.22
680 - WASTEWATER UTILITY FUND	2,123.45
690 - ELECTRIC UTILITY FUND	6,231.42
740 - TRF HEALTH INSURANCE FUND	129,210.75
820 - GREENWOOD CEMETERY FUND	244.59
Grand Total:	153,190.41

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	1,292.79
100-4150-61330	Life Insurance	66.30
100-4150-61340	MSRS HCSP	200.00
100-4194-61330	Life Insurance	9.35
100-4210-61310	Health Insurance	3,826.92
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
100-4312-61310	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	18.70
100-4510-61340	MSRS HCSP	200.00
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	844.71
610-4825-61330	Life Insurance	45.39
610-4840-62990	Misc. Operating Expense	13.75
620-4825-61330	Life Insurance	40.80
620-4840-62990	Misc. Operating Expense	19.25
670-4825-61310	Health Insurance	67.22

Account Summary

Account Number	Account Name	Expense Amount
680-4825-61310	Health Insurance	2,086.05
680-4825-61330	Life Insurance	37.40
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	54,192.88
740-20160	State Withholding	11,775.97
740-20180	PERA Payable	49,084.53
740-20300	Flex Payroll Deductions	83.98
740-24000	Clearing Account	10,861.99
740-4870-63640	Life Insurance - COBRA	48.90
740-4870-63650	Senior Gold BC/BS Mont...	3,162.50
820-4825-61310	Health Insurance	235.24
820-4825-61330	Life Insurance	9.35
Grand Total:		153,190.41

Project Account Summary

Project Account Key	Expense Amount
None	153,190.41
Grand Total:	153,190.41



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01134 - 09/19/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: CITY OF T R F - ADMIN PETTY CASH							
CITY OF T R F - ADMIN PETTY..	09 19 24	09/19/2024	100-4110-64400	Travel, Conference, School	REPLENISH PETTY CASH - C...		40.00
CITY OF T R F - ADMIN PETTY..	09 19 24	09/19/2024	100-4315-62010	Office Supplies	REPLENISH PETTY CASH - P...		7.20
CITY OF T R F - ADMIN PETTY..	09 19 24	09/19/2024	100-4670-62010	Office Supplies	REPLENISH PETTY CASH - CE...		8.73
CITY OF T R F - ADMIN PETTY..	09 19 24	09/19/2024	210-4670-64400	Travel, Conference, School	REPLENISH PETTY CASH - C...		4.50
CITY OF T R F - ADMIN PETTY..	09 19 24	09/19/2024	620-4840-62010	Office Supplies	REPLENISH PETTY CASH - P...		16.80
CITY OF T R F - ADMIN PETTY..	09 19 24	09/19/2024	680-4840-62010	Office Supplies	REPLENISH PETTY CASH - P...		4.80
CITY OF T R F - ADMIN PETTY..	09 19 24	09/19/2024	690-4840-62010	Office Supplies	REPLENISH PETTY CASH - P...		19.20
CITY OF T R F - ADMIN PETTY..	09 19 24	09/19/2024	690-4840-62010	Office Supplies	REPLENISH PETTY CASH - LA...		4.08
CITY OF T R F - ADMIN PETTY..	09 19 24	09/19/2024	820-4840-62010	Office Supplies	REPLENISH PETTY CASH - R...		6.89
Vendor CITY OF T R F - ADMIN PETTY CASH Total:							112.20
Vendor: LEAGUE OF MINNESOTA CITIES - FINANCE DPT							
LEAGUE OF MINNESOTA CIT...	411762	09/01/2024	100-4110-64330	Dues and Subscriptions	SEP - DEC 2024 MEMBERSH...		3,416.00
Vendor LEAGUE OF MINNESOTA CITIES - FINANCE DPT Total:							3,416.00
Vendor: NORTHWEST REGIONAL LIBRARY							
NORTHWEST REGIONAL LIB...	1039	09/03/2024	100-4550-63140	Regional Library System Py...	2024 ALLOCATION - 2ND Q...		43,556.00
NORTHWEST REGIONAL LIB...	1039	09/03/2024	100-4550-63140	Regional Library System Py...	2024 ALLOCATION - 3RD QT...		43,556.00
Vendor NORTHWEST REGIONAL LIBRARY Total:							87,112.00
Vendor: PENNINGTON CO TREASURER							
PENNINGTON CO TREASUR...	10 15 2024	09/19/2024	100-4560-64370	Taxes and Licenses	2024 REAL ESTATE TAXES D...		689.00
PENNINGTON CO TREASUR...	10 15 2024	09/19/2024	100-4670-64370	Taxes and Licenses	2024 REAL ESTATE TAXES D...		576.00
PENNINGTON CO TREASUR...	10 15 2024	09/19/2024	630-4890-64370	Taxes and Licenses	2024 REAL ESTATE TAXES D...		65.84
PENNINGTON CO TREASUR...	10 15 2024	09/19/2024	670-4890-64370	Taxes and Licenses	2024 REAL ESTATE TAXES D...		3,561.43
PENNINGTON CO TREASUR...	10 15 2024	09/19/2024	690-4890-64370	Taxes and Licenses	2024 REAL ESTATE TAXES D...		4,098.07
Vendor PENNINGTON CO TREASURER Total:							8,990.34
Vendor: VESTIS							
VESTIS	2630333059	09/19/2024	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - 09/17/...		86.75
Vendor VESTIS Total:							86.75
Grand Total:							99,717.29

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	91,848.93
210 - COMM DEVELOPMENT REV LOAN FUND	4.50
620 - WATER UTILITY FUND	103.55
630 - ARENAS - OAK VIEW GROUP	65.84
670 - STORM WATER UTILITY FUND	3,561.43
680 - WASTEWATER UTILITY FUND	4.80
690 - ELECTRIC UTILITY FUND	4,121.35
820 - GREENWOOD CEMETERY FUND	6.89
Grand Total:	99,717.29

Account Summary

Account Number	Account Name	Expense Amount
100-4110-64330	Dues and Subscriptions	3,416.00
100-4110-64400	Travel, Conference, Sch...	40.00
100-4315-62010	Office Supplies	7.20
100-4550-63140	Regional Library System ...	87,112.00
100-4560-64370	Taxes and Licenses	689.00
100-4670-62010	Office Supplies	8.73
100-4670-64370	Taxes and Licenses	576.00
210-4670-64400	Travel, Conference, Sch...	4.50
620-4840-62010	Office Supplies	16.80
620-4890-63030	Contracts Expense	86.75
630-4890-64370	Taxes and Licenses	65.84
670-4890-64370	Taxes and Licenses	3,561.43
680-4840-62010	Office Supplies	4.80
690-4840-62010	Office Supplies	23.28
690-4890-64370	Taxes and Licenses	4,098.07
820-4840-62010	Office Supplies	6.89
Grand Total:		99,717.29

Project Account Summary

Project Account Key	Expense Amount
None	99,717.29
Grand Total:	99,717.29



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01137 - 09/20/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3710560	09/10/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		559.40
ARTISAN BEER COMPANY	383356	02/25/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-16.80
ARTISAN BEER COMPANY	391299	05/08/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-229.00
Vendor ARTISAN BEER COMPANY Total:							313.60
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU...	2596910	08/05/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		2,494.50
JOHNSON BROTHERS LIQU...	2620092	09/09/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		10,076.36
JOHNSON BROTHERS LIQU...	2620093	09/09/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		4,783.19
JOHNSON BROTHERS LIQU...	2620094	09/09/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		36.00
JOHNSON BROTHERS LIQU...	2622536	09/11/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		94.74
JOHNSON BROTHERS LIQU...	2622537	09/11/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		73.44
JOHNSON BROTHERS LIQU...	285877	02/05/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-79.00
JOHNSON BROTHERS LIQU...	285878	02/05/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-49.50
JOHNSON BROTHERS LIQU...	285878	02/05/2024	610-4810-62530	Wine for Resale	WINE CREDIT		-89.83
JOHNSON BROTHERS LIQU...	285879	02/05/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-33.98
JOHNSON BROTHERS LIQU...	285880	02/05/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-115.57
JOHNSON BROTHERS LIQU...	285880	02/05/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-35.10
JOHNSON BROTHERS LIQU...	286573	02/13/2024	610-4810-62530	Wine for Resale	WINE CREDIT		-3.33
JOHNSON BROTHERS LIQU...	298351	06/12/2024	610-4810-62530	Wine for Resale	LIQUOR CREDIT		-129.00
JOHNSON BROTHERS LIQU...	298673	06/14/2024	610-4810-62530	Wine for Resale	WINE CREDIT		-290.00
Vendor JOHNSON BROTHERS LIQUOR Total:							16,732.92
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	517756	02/05/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-90.00
PHILLIPS WINE & SPIRITS	517757	02/05/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-443.25
PHILLIPS WINE & SPIRITS	517758	02/05/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-149.74
PHILLIPS WINE & SPIRITS	517758	02/05/2024	610-4810-62530	Wine for Resale	WINE CREDIT		-11.00
PHILLIPS WINE & SPIRITS	517759	02/05/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-335.88
PHILLIPS WINE & SPIRITS	517759	02/05/2024	610-4810-62530	Wine for Resale	WINE CREDIT		-18.67
PHILLIPS WINE & SPIRITS	517760	02/05/2024	610-4810-62540	Soft Drinks/Mix for Resale	MIX CREDIT		-12.94
PHILLIPS WINE & SPIRITS	517761	02/05/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-455.08
PHILLIPS WINE & SPIRITS	517761	02/05/2024	610-4810-62530	Wine for Resale	WIN?E CREDIT		-6.33
PHILLIPS WINE & SPIRITS	517762	02/05/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-55.10
PHILLIPS WINE & SPIRITS	517762	02/05/2024	610-4810-62530	Wine for Resale	WINE CREDIT		-24.00
PHILLIPS WINE & SPIRITS	518298	02/13/2024	610-4810-62530	Wine for Resale	WINE CREDIT		-15.88
PHILLIPS WINE & SPIRITS	522679	04/25/2024	610-4810-62530	Wine for Resale	WINE CREDIT		-40.00
PHILLIPS WINE & SPIRITS	6843997	09/09/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		902.92

Council Approval Register

Packet: APPKT01137 - 09/20/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
PHILLIPS WINE & SPIRITS	6843998	09/09/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		352.00
PHILLIPS WINE & SPIRITS	6845985	09/11/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,620.00
Vendor PHILLIPS WINE & SPIRITS Total:							1,217.05
Vendor: WINE MERCHANTS							
WINE MERCHANTS	7487758	09/09/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		102.00
Vendor WINE MERCHANTS Total:							102.00
Grand Total:							18,365.57

Fund Summary

Fund	Expense Amount
610 - LIQUOR DISPENSARY	18,365.57
Grand Total:	18,365.57

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	13,381.42
610-4810-62520	Beer for Resale	278.50
610-4810-62530	Wine for Resale	4,682.59
610-4810-62540	Soft Drinks/Mix for Resa...	23.06
Grand Total:		18,365.57

Project Account Summary

Project Account Key	Expense Amount
None	18,365.57
Grand Total:	18,365.57



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01138 - 09/23/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DEPARTMENT OF THE TREASURY							
DEPARTMENT OF THE TREASURY	09 23 2024	09/23/2024	520-4680-65940	Work in Progress - Legal/Mi...	ARBITRAGE PENALTY		4,332.41
Vendor DEPARTMENT OF THE TREASURY Total:							4,332.41
Vendor: JOHN DEERE FINANCIAL							
JOHN DEERE FINANCIAL	10498101	08/22/2024	820-4850-62210	Equipment Maint & Repair	BOLTS - MOWER		66.39
Vendor JOHN DEERE FINANCIAL Total:							66.39
Vendor: MINNESOTA ENERGY GROUP-00002							
MINNESOTA ENERGY GROU...	5180274331	09/17/2024	100-4312-63890	Utilities Expense	GAS METER READING - AUG...		48.07
MINNESOTA ENERGY GROU...	5180274331	09/17/2024	100-4315-63890	Utilities Expense	GAS METER READING - AUG...		32.90
MINNESOTA ENERGY GROU...	5180274331	09/17/2024	100-4510-63890	Utilities Expense	GAS METER READING - AUG...		14.10
MINNESOTA ENERGY GROU...	5180274331	09/17/2024	100-4510-63890	Utilities Expense	GAS METER READING - AUG...		21.38
Vendor MINNESOTA ENERGY GROUP-00002 Total:							116.45
Vendor: MN DPT OF REVENUE - SALES/USE TAX							
MN DPT OF REVENUE - SAL...	AUG 2024 - GEN	09/23/2024	100-20220	Sales Tax Payable	SALES TAX - AUG 2024		23.00
MN DPT OF REVENUE - SAL...	AUG 2024 - LQR	09/23/2024	610-20220	Sales Tax Payable	SALES TAX - AUG 2024		43,834.00
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	100-20220	Sales Tax Payable	SALES / USE TAX - AUG 2024		11,650.01
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	100-4312-62230	Building Maint & Repair	SALES / USE TAX - AUG 2024		124.96
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	100-4315-62210	Equipment Maint & Repair	SALES / USE TAX - AUG 2024		29.12
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	100-4315-62230	Building Maint & Repair	SALES / USE TAX - AUG 2024		5.75
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	100-4315-62400	Small Tools and Minor Equip	SALES / USE TAX - AUG 2024		229.21
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	100-4315-62880	Personal Protective Equipm...	SALES / USE TAX - AUG 2024		13.48
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	100-4315-62990	Misc. Operating Expense	SALES / USE TAX - AUG 2024		0.27
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	540-4680-65900	Work in Process-Constructi...	SALES / USE TAX - AUG 2024		-59.69
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	610-4840-62140	Off Sale Supplies	SALES / USE TAX - AUG 2024		104.58
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	610-4850-62230	Building Maint & Repair	SALES / USE TAX - AUG 2024		9.89
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	620-20220	Sales Tax Payable	SALES / USE TAX - AUG 2024		2,627.56
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	690-20220	Sales Tax Payable	SALES / USE TAX - AUG 2024		68,358.95
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	690-4840-62990	Misc. Operating Expense	SALES / USE TAX - AUG 2024		33.26
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	690-4850-62210	Equipment Maint & Repair	SALES / USE TAX - AUG 2024		13.51
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	690-4850-62230	Building Maint & Repair	SALES / USE TAX - AUG 2024		88.00
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	690-4850-62350	Power Plant/Dam Maint	SALES / USE TAX - AUG 2024		6.58
MN DPT OF REVENUE - SAL...	AUG 2024	09/23/2024	690-4890-63030	Contracts Expense	SALES / USE TAX - AUG 2024		7.56
Vendor MN DPT OF REVENUE - SALES/USE TAX Total:							127,100.00

Council Approval Register

Packet: APPKT01138 - 09/23/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ROBERT THOMAS CPA LLC							
ROBERT THOMAS CPA LLC	203515	09/23/2024	520-4680-65940	Work in Progress - Legal/Mi...	CONSULTING SRVCS - 2018 ...		2,000.00
Vendor ROBERT THOMAS CPA LLC Total:							2,000.00
Grand Total:							133,615.25

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	12,192.25
520 - 2018 ARENA PROJECT	6,332.41
540 - 2024 ICE PLANT PROJECT	-59.69
610 - LIQUOR DISPENSARY	43,948.47
620 - WATER UTILITY FUND	2,627.56
690 - ELECTRIC UTILITY FUND	68,507.86
820 - GREENWOOD CEMETERY FUND	66.39
Grand Total:	133,615.25

Account Summary

Account Number	Account Name	Expense Amount
100-20220	Sales Tax Payable	11,673.01
100-4312-62230	Building Maint & Repair	124.96
100-4312-63890	Utilities Expense	48.07
100-4315-62210	Equipment Maint & Repa..	29.12
100-4315-62230	Building Maint & Repair	5.75
100-4315-62400	Small Tools and Minor E...	229.21
100-4315-62880	Personal Protective Equi...	13.48
100-4315-62990	Misc. Operating Expense	0.27
100-4315-63890	Utilities Expense	32.90
100-4510-63890	Utilities Expense	35.48
520-4680-65940	Work in Progress - Legal...	6,332.41
540-4680-65900	Work in Process-Constru...	-59.69
610-20220	Sales Tax Payable	43,834.00
610-4840-62140	Off Sale Supplies	104.58
610-4850-62230	Building Maint & Repair	9.89
620-20220	Sales Tax Payable	2,627.56
690-20220	Sales Tax Payable	68,358.95
690-4840-62990	Misc. Operating Expense	33.26
690-4850-62210	Equipment Maint & Repa..	13.51
690-4850-62230	Building Maint & Repair	88.00
690-4850-62350	Power Plant/Dam Maint	6.58
690-4890-63030	Contracts Expense	7.56
820-4850-62210	Equipment Maint & Repa..	66.39
Grand Total:		133,615.25

Project Account Summary

Project Account Key	Expense Amount
None	133,615.25
Grand Total:	133,615.25



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01139 - 09/25/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ELAN FINANCIAL SERVICES							
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4110-64400	Travel, Conference, School	AUG / SEP 2024 STMT - PIZ...		71.76
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4150-64400	Travel, Conference, School	AUG / SEP 2024 STMT - LMC...		250.00
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4150-64400	Travel, Conference, School	AUG / SEP 2024 STMT - LO...		263.90
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4150-64400	Travel, Conference, School	AUG / SEP 2024 STMT - REG...		225.00
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4192-63020	Computer Maintenance & li...	AUG / SEP 2024 STMT - REG...		520.00
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4192-63020	Computer Maintenance & li...	AUG / SEP 2024 STMT - AIR...		218.00
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4210-62420	Computer Equipment	AUG / SEP 2024 STMT - CO...		2,744.88
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4210-62420	Computer Equipment	AUG / SEP 2024 STMT - HP ...		2,243.31
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4210-62990	Misc. Operating Expense	AUG / SEP 2024 STMT - PR...		22.99
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4210-62990	Misc. Operating Expense	AUG / SEP 2024 STMT - WA...		46.99
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4210-62990	Misc. Operating Expense	AUG / SEP 2024 STMT - AD...		0.99
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4210-63320	Training Expense	AUG / SEP 2024 STMT - LO...		330.12
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4210-63320	Training Expense	AUG / SEP 2024 STMT - REG...		395.00
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4210-63320	Training Expense	AUG / SEP 2024 STMT - BCA...		375.00
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4210-63320	Training Expense	AUG / SEP 2024 STMT - BCA...		375.00
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4210-63320	Training Expense	AUG / SEP 2024 STMT - LO...		330.12
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4210-64330	Dues and Subscriptions	AUG / SEP 2024 STMT - ME...		60.82
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4220-63590	Printing & Publications	AUG / SEP 2024 STMT - FIRE...		485.27
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4315-62010	Office Supplies	AUG / SEP 2024 STMT - EMA...		13.49
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4510-63033	Music in the Park	AUG / SEP 2024 STMT - 4 L...		392.00
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	100-4660-64400	Travel, Conference, School	AUG / SEP 2024 STMT - REG...		467.00
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	610-4840-62140	Off Sale Supplies	AUG / SEP 2024 STMT - 6 PK...		214.54
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	620-4840-62010	Office Supplies	AUG / SEP 2024 STMT - EMA...		31.48
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	620-4840-62170	Field Supplies	AUG / SEP 2024 STMT - LAB...		344.16
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	680-4840-62010	Office Supplies	AUG / SEP 2024 STMT - EMA...		9.00
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	690-4840-62010	Office Supplies	AUG / SEP 2024 STMT - EMA...		35.98
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	690-4840-62880	Personal Protective Equipm...	AUG / SEP 2024 STMT - LOW...		467.34
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	690-4840-62880	Personal Protective Equipm...	AUG / SEP 2024 STMT - LOW...		53.83
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	690-4890-64400	Travel, Conference, School	AUG / SEP 2024 STMT - LO...		296.14
ELAN FINANCIAL SERVICES	AUG / SEP 2024	09/18/2024	690-4890-64400	Travel, Conference, School	AUG / SEP 2024 STMT - LO...		296.14
Vendor ELAN FINANCIAL SERVICES Total:							11,580.25
Vendor: U S POSTMASTER							
U S POSTMASTER	OCT 2024	09/25/2024	100-4315-62010	Office Supplies	POSTAGE - OCT UTILITY BILL...		300.56
U S POSTMASTER	OCT 2024	09/25/2024	620-4840-62010	Office Supplies	POSTAGE - OCT UTILITY BILL...		701.31
U S POSTMASTER	OCT 2024	09/25/2024	680-4840-62010	Office Supplies	POSTAGE - OCT UTILITY BILL...		200.38

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Packet: APPKT01139 - 09/25/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
U S POSTMASTER	OCT 2024	09/25/2024	690-4840-62010	Office Supplies	POSTAGE - OCT UTILITY BILL...		801.50
Vendor U S POSTMASTER Total:							2,003.75
Vendor: WEX HEALTH INC							
WEX HEALTH INC	INV0001311	09/24/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		0.39
Vendor WEX HEALTH INC Total:							0.39
Grand Total:							13,584.39

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	10,132.20
610 - LIQUOR DISPENSARY	214.54
620 - WATER UTILITY FUND	1,076.95
680 - WASTEWATER UTILITY FUND	209.38
690 - ELECTRIC UTILITY FUND	1,950.93
740 - TRF HEALTH INSURANCE FUND	0.39
Grand Total:	13,584.39

Account Summary

Account Number	Account Name	Expense Amount
100-4110-64400	Travel, Conference, Sch...	71.76
100-4150-64400	Travel, Conference, Sch...	738.90
100-4192-63020	Computer Maintenance...	738.00
100-4210-62420	Computer Equipment	4,988.19
100-4210-62990	Misc. Operating Expense	70.97
100-4210-63320	Training Expense	1,805.24
100-4210-64330	Dues and Subscriptions	60.82
100-4220-63590	Printing & Publications	485.27
100-4315-62010	Office Supplies	314.05
100-4510-63033	Music in the Park	392.00
100-4660-64400	Travel, Conference, Sch...	467.00
610-4840-62140	Off Sale Supplies	214.54
620-4840-62010	Office Supplies	732.79
620-4840-62170	Field Supplies	344.16
680-4840-62010	Office Supplies	209.38
690-4840-62010	Office Supplies	837.48
690-4840-62880	Personal Protective Equi...	521.17
690-4890-64400	Travel, Conference, Sch...	592.28
740-20300	Flex Payroll Deductions	0.39
Grand Total:		13,584.39

Project Account Summary

Project Account Key	Expense Amount
None	13,584.39
Grand Total:	13,584.39



City of Thief River Falls, MN

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Packet: APPKT01135 - 10/01/24 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...	97519	09/10/2024	620-4890-63110	Consulting Fees	PROF SRVCS - CONSULTING ...		8,570.00
Vendor ADVANCED ELEMENTS OPERATIONAL TECHNOLOGY LLC Total:							8,570.00
Vendor: AMARIL UNIFORM COMPANY							
AMARIL UNIFORM COMPA...	IV265569	09/10/2024	690-4840-62880	Personal Protective Equipm...	PPE - MATT NELSON		197.75
AMARIL UNIFORM COMPA...	IV265569	09/10/2024	690-4840-62880	Personal Protective Equipm...	PPE - IAN LUND		85.00
AMARIL UNIFORM COMPA...	IV265569	09/10/2024	690-4840-62880	Personal Protective Equipm...	PPE - JEREMY KASPREZAK		168.00
AMARIL UNIFORM COMPA...	IV265569	09/10/2024	690-4840-62880	Personal Protective Equipm...	PPE - MCLAIN STENNES		651.61
AMARIL UNIFORM COMPA...	IV265569	09/10/2024	690-4840-62880	Personal Protective Equipm...	PPE - JUSTIN STEINBRINK		698.10
AMARIL UNIFORM COMPA...	IV265569	09/10/2024	690-4840-62880	Personal Protective Equipm...	PPE - JOHN KINSMAN		77.20
AMARIL UNIFORM COMPA...	IV265711	09/12/2024	690-4840-62880	Personal Protective Equipm...	PPE - MCLAIN STENNES		107.50
Vendor AMARIL UNIFORM COMPANY Total:							1,985.16
Vendor: AMERICAN WELDING & GAS INC							
AMERICAN WELDING & GAS...	001031576	08/31/2024	620-4840-62160	Chemicals	CHEMICALS		5,631.33
Vendor AMERICAN WELDING & GAS INC Total:							5,631.33
Vendor: BREDESON OFFICE SUPPLY							
BREDESON OFFICE SUPPLY	0213687	09/23/2024	680-4840-62990	Misc. Operating Expense	NOTE BOOKS		18.79
Vendor BREDESON OFFICE SUPPLY Total:							18.79
Vendor: BRIAN MOYER							
BRIAN MOYER	1171	09/16/2024	100-4510-63030	Contracts Expense	STUMP GRINDING SERVICES		2,448.00
Vendor BRIAN MOYER Total:							2,448.00
Vendor: CHAD CULP							
CHAD CULP	2183	09/20/2024	505-4680-65900	Work in Process-Constructi...	SOIL TESTING - 2024 ST & U...		2,460.00
Vendor CHAD CULP Total:							2,460.00
Vendor: CIMCO REFRIGERATION INC							
CIMCO REFRIGERATION INC	90938498	09/19/2024	540-4680-65900	Work in Process-Constructi...	30% CO2 ICE PLANT		989,850.00
Vendor CIMCO REFRIGERATION INC Total:							989,850.00
Vendor: CIVICPLUS LLC							
CIVICPLUS LLC	317217	09/20/2024	100-4110-63020	Computer Maintenance & li...	ANNUAL FEE - 10/30/24 - 10...		10,386.10
Vendor CIVICPLUS LLC Total:							10,386.10
Vendor: CRAIG WILLIAMS							
CRAIG WILLIAMS	REIMB 09 14 24	09/25/2024	100-4210-63320	Training Expense	REIMBURSE - MEALS EXP / ...		87.00
Vendor CRAIG WILLIAMS Total:							87.00

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Packet: APPKT01135 - 10/01/24 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DAVIDSON CONSTRUCTION INC							
DAVIDSON CONSTRUCTION ...	PAY REQ #1	09/13/2024	505-4680-65920	Work in Process - Eng/Arch...	PAY REQUEST #1 - 2024 ST ...		486,703.05
Vendor DAVIDSON CONSTRUCTION INC Total:							486,703.05
Vendor: DLT SOLUTIONS LLC							
DLT SOLUTIONS LLC	5254709A	09/24/2024	100-4650-63020	Computer Maintenance & li...	AUTO DESK		4,602.07
DLT SOLUTIONS LLC	5254709A	09/24/2024	690-4890-63020	Computer Maintenance & li...	AUTO DESK		1,281.90
Vendor DLT SOLUTIONS LLC Total:							5,883.97
Vendor: EMERGENCY APPARATUS MAINT INC							
EMERGENCY APPARATUS ...	132195	09/10/2024	100-4220-62210	Equipment Maint & Repair	NFPA PUMP TEST - ENGINE ...		494.29
EMERGENCY APPARATUS ...	132196	09/10/2024	100-4220-62210	Equipment Maint & Repair	NFPA PUMP TEST - ENGINE ...		494.29
EMERGENCY APPARATUS ...	132197	09/10/2024	100-4220-62210	Equipment Maint & Repair	NFPA PUMP TEST- ENGINE ...		494.29
EMERGENCY APPARATUS ...	132198	09/10/2024	100-4220-62210	Equipment Maint & Repair	NFPA PUMP TEST - TANKER ...		494.29
Vendor EMERGENCY APPARATUS MAINT INC Total:							1,977.16
Vendor: ENNIS-FLINT INC							
ENNIS-FLINT INC	285739	09/16/2024	100-4312-62260	Signs-Brooms-Paint	MANHOLE RINGS		3,569.50
Vendor ENNIS-FLINT INC Total:							3,569.50
Vendor: FALLS TOWING LLC							
FALLS TOWING LLC	24931	09/17/2024	100-4210-62990	Misc. Operating Expense	TOWING CHARGES		90.00
Vendor FALLS TOWING LLC Total:							90.00
Vendor: FS3 INC							
FS3 INC	90769	09/12/2024	690-4850-62210	Equipment Maint & Repair	COLLAR / ADPT - BORING M...		843.76
Vendor FS3 INC Total:							843.76
Vendor: GUARDIAN PEST SOLUTIONS INC							
GUARDIAN PEST SOLUTIONS..	2594052	08/14/2024	690-4890-63030	Contracts Expense	RODENT CONTROL PRGM - ...		55.00
Vendor GUARDIAN PEST SOLUTIONS INC Total:							55.00
Vendor: HACH COMPANY							
HACH COMPANY	14184558	09/12/2024	620-4850-62220	Plant Equip Maint & Repair	PROBE - HIGH SERVICE PU...		1,633.10
Vendor HACH COMPANY Total:							1,633.10
Vendor: HUGOS #7							
HUGOS #7	0055	09/01/2024	100-4110-64400	Travel, Conference, School	MEALS - COUNCIL MTG / C...		169.81
Vendor HUGOS #7 Total:							169.81
Vendor: IAN LUND							
IAN LUND	REIMB 09 20 24	09/25/2024	690-4840-62420	Computer Equipment	REIMBURSE - PPE		85.78
Vendor IAN LUND Total:							85.78
Vendor: ICON ARCHITECTURAL GROUP LLC							
ICON ARCHITECTURAL GRO...	20240300	08/31/2024	100-4671-62200	System Expense	PROF SRVCS - CITY HALL RE...		1,398.90
ICON ARCHITECTURAL GRO...	20240301	08/31/2024	100-4671-62200	System Expense	PROF SRVCS - LIBRARY REST...		1,612.50
ICON ARCHITECTURAL GRO...	20240304	08/31/2024	520-4680-65900	Work in Process-Constructi...	PROF SRVCS - ARCHITECTU...		3,547.50
Vendor ICON ARCHITECTURAL GROUP LLC Total:							6,558.90

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: JENNIFER MYERS							
JENNIFER MYERS	REIMB 09 13 24	09/23/2024	100-4150-64400	Travel, Conference, School	REIMBURSE - MEALS / STAP...		12.34
JENNIFER MYERS	REIMB 09 13 24	09/23/2024	100-4150-64400	Travel, Conference, School	REIMBURSE - MLG & MEALS...		219.76
Vendor JENNIFER MYERS Total:							232.10
Vendor: KLM ENGINEERING INC							
KLM ENGINEERING INC	10421	09/17/2024	620-4850-62200	System Expense	WEST TOWER MIXER REPLA...		16,055.00
KLM ENGINEERING INC	10437	09/21/2024	620-4850-62200	System Expense	WARRANTY INSPECTION - ...		3,600.00
Vendor KLM ENGINEERING INC Total:							19,655.00
Vendor: LESLIE MICHAEL COTA							
LESLIE MICHAEL COTA	494140	09/25/2024	680-4850-62220	Lift Station and Pond Maint...	GRASS MOWING SERVICES		1,334.00
LESLIE MICHAEL COTA	494141	09/26/2024	100-4240-63030	Contracts Expense	GRASS MOWING SERVICES		1,200.00
LESLIE MICHAEL COTA	494142	09/25/2024	680-4850-62220	Lift Station and Pond Maint...	GRASS MOWING SERVICES		5,382.00
Vendor LESLIE MICHAEL COTA Total:							7,916.00
Vendor: LOCATORS & SUPPLIES INC							
LOCATORS & SUPPLIES INC	0316703-N	09/12/2024	690-4840-62880	Personal Protective Equipm...	RAIN SUITE - JIM NELSON		338.36
LOCATORS & SUPPLIES INC	0316842-IN	09/25/2024	690-4840-62880	Personal Protective Equipm...	PPE - JIM NELSON		34.86
Vendor LOCATORS & SUPPLIES INC Total:							373.22
Vendor: MIKES AUTOMOTIVE CENTER INC							
MIKES AUTOMOTIVE CENTE...	6728	08/30/2024	100-4510-62210	Equipment Maint & Repair	REPAIR TIRE - GROUNDMA...		20.00
MIKES AUTOMOTIVE CENTE...	6814	09/13/2024	100-4510-62120	Gas-Oil-Lube	MOUNT TIRE - GROUNDMA...		12.00
Vendor MIKES AUTOMOTIVE CENTER INC Total:							32.00
Vendor: MINNESOTA CO ATTORNEYS ASSOC							
MINNESOTA CO ATTORNEYS...	200012101	09/13/2024	100-4210-62010	Office Supplies	2024 CODE BOOKS / PERMIT..		125.00
Vendor MINNESOTA CO ATTORNEYS ASSOC Total:							125.00
Vendor: NICHOLAS TRUDEAU							
NICHOLAS TRUDEAU	REIMB 09 12 24	09/20/2024	680-4840-62880	Personal Protective Equipm...	REIMBURSE - SAFETY TOED ...		100.00
Vendor NICHOLAS TRUDEAU Total:							100.00
Vendor: NORTH COUNTRY OVERHEAD DOOR LL							
NORTH COUNTRY OVERHE...	18344	09/11/2024	690-4850-62230	Building Maint & Repair	INSTALL - TORSION SPRINGS...		3,228.00
Vendor NORTH COUNTRY OVERHEAD DOOR LL Total:							3,228.00
Vendor: NORTH SHORE ANALYTICAL INC							
NORTH SHORE ANALYTICAL ...	14848	09/25/2024	680-4840-62170	Field Supplies	LAB ANALYSIS - WW SAMPL...		125.00
Vendor NORTH SHORE ANALYTICAL INC Total:							125.00
Vendor: NOW MICRO INC							
NOW MICRO INC	IV551834	09/13/2024	100-4150-62020	Computer Supplies	MONITORS - A/P		376.00
NOW MICRO INC	IV552016	09/19/2024	100-4150-62020	Computer Supplies	MONITOR - IT REPL		188.00
NOW MICRO INC	IV552016	09/19/2024	100-4210-62420	Computer Equipment	MONOTORS / IT REPL		752.00
NOW MICRO INC	IV552016	09/19/2024	620-4840-62020	Computer Supplies	MONOTORS / IT REPL		188.00
Vendor NOW MICRO INC Total:							1,504.00

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: RHI SUPPLY							
RHI SUPPLY	1391413-01	09/12/2024	690-4840-62400	Small Tools and Minor Equip	IMPACT DRIVER - #110		154.40
Vendor RHI SUPPLY Total:							154.40
Vendor: RICHARD BAKER							
RICHARD BAKER	REIMB 09 20 24	09/25/2024	100-4660-64400	Travel, Conference, School	REIMBURSE - MILEAGE / CV...		109.21
RICHARD BAKER	REIMB 09 25 24	09/25/2024	100-4660-64400	Travel, Conference, School	REIMBURSE - MILEAGE / AP...		94.47
Vendor RICHARD BAKER Total:							203.68
Vendor: RMB ENVIRONMENTAL LAB INC							
RMB ENVIRONMENTAL LAB ...	D065852	09/20/2024	680-4840-62170	Field Supplies	LAB ANALYSIS - WW SAMPL...		182.88
RMB ENVIRONMENTAL LAB ...	D066274	09/23/2024	620-4840-62170	Field Supplies	LAB ANALYSIS - STATE SAM...		266.48
Vendor RMB ENVIRONMENTAL LAB INC Total:							449.36
Vendor: SANFORD HEALTH OCCUPATIONAL MEDICINE							
SANFORD HEALTH OCCUPAT..	793529	08/30/2024	690-4840-62990	Misc. Operating Expense	DRUG SCREENING FEE		65.00
Vendor SANFORD HEALTH OCCUPATIONAL MEDICINE Total:							65.00
Vendor: SANITATION PRODUCTS INC							
SANITATION PRODUCTS INC	90592	09/23/2024	670-4850-62210	Equipment Maint & Repair	HOSE - STREET SWEEPER		163.08
Vendor SANITATION PRODUCTS INC Total:							163.08
Vendor: SEH							
SEH	474125	09/12/2024	620-4890-63110	Consulting Fees	WATER MODELING		1,225.32
Vendor SEH Total:							1,225.32
Vendor: STREICHERS							
STREICHERS	11718456	09/11/2024	100-4210-62880	Personal Protective Equipm...	UNIFORM PANTS/SHIRTS - J...		484.93
Vendor STREICHERS Total:							484.93
Vendor: THIEF RIVER AUTOMOTIVE LLC							
THIEF RIVER AUTOMOTIVE L...	SO# TR111055	09/09/2024	100-4210-62120	Gas-Oil-Lube	OIL CHANGE		61.41
THIEF RIVER AUTOMOTIVE L...	SO# TR111055	09/09/2024	100-4210-62210	Equipment Maint & Repair	AIR FILTER		59.28
THIEF RIVER AUTOMOTIVE L...	SO# TR111159	09/13/2024	100-4210-62120	Gas-Oil-Lube	OIL CHANGE		54.24
THIEF RIVER AUTOMOTIVE L...	SO# TR111159	09/13/2024	100-4210-62210	Equipment Maint & Repair	AIR FILTER		77.94
Vendor THIEF RIVER AUTOMOTIVE LLC Total:							252.87
Vendor: THIEF RIVER FALLS TIMES							
THIEF RIVER FALLS TIMES	09 18 24	09/18/2024	100-4650-62990	Misc. Operating Expense	NEWSPAPER SUBSCRIPTION...		46.00
Vendor THIEF RIVER FALLS TIMES Total:							46.00
Vendor: THYGESON CONSTRUCTION							
THYGESON CONSTRUCTION	09 08 24	09/08/2024	820-4890-63030	Contracts Expense	24 YDS TOPSOIL		540.00
Vendor THYGESON CONSTRUCTION Total:							540.00
Vendor: TIFFANY TURESON							
TIFFANY TURESON	REIMB 09 14 24	09/25/2024	100-4210-63320	Training Expense	REIMBURSE - MEALS EXP / ...		61.46
Vendor TIFFANY TURESON Total:							61.46

Council Approval Register

Packet: APPKT01135 - 10/01/24 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: TITAN MACHINERY - CROOKSTON							
TITAN MACHINERY - CROOK...	PS0424264-1	09/05/2024	690-4850-62210	Equipment Maint & Repair	SWITCH - CASE 360 TRENCH...		107.00
Vendor TITAN MACHINERY - CROOKSTON Total:							107.00
Vendor: WADE ALLEN COTA							
WADE ALLEN COTA	840692	09/16/2024	100-4240-63030	Contracts Expense	GRASS MOWING SERVICES		96.00
Vendor WADE ALLEN COTA Total:							96.00
Vendor: WIDSETH SMITH NOLTING ASC INC							
WIDSETH SMITH NOLTING ...	232047	07/22/2024	505-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - 2024 ST & UTI...		5,598.75
WIDSETH SMITH NOLTING ...	232048	07/22/2024	505-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - 2024 ST & UTI...		682.50
WIDSETH SMITH NOLTING ...	232605	08/15/2024	505-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - 2024 ST & UTI...		16,935.00
WIDSETH SMITH NOLTING ...	232606	08/15/2024	505-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - 2024 ST & UTI...		1,755.00
Vendor WIDSETH SMITH NOLTING ASC INC Total:							24,971.25
Vendor: WIKTEL							
WIKTEL	09 01 24	09/01/2024	650-4830-63210	Communication Expense	TOURIST PARK WI-FI REPLA...		428.07
Vendor WIKTEL Total:							428.07
Grand Total:							1,591,545.15

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	30,391.08
505 - 2024 ST AND UTILITY PROJECT	514,134.30
520 - 2018 ARENA PROJECT	3,547.50
540 - 2024 ICE PLANT PROJECT	989,850.00
620 - WATER UTILITY FUND	37,169.23
650 - TOURIST PARK - OAK VIEW GROUP	428.07
670 - STORM WATER UTILITY FUND	163.08
680 - WASTEWATER UTILITY FUND	7,142.67
690 - ELECTRIC UTILITY FUND	8,179.22
820 - GREENWOOD CEMETERY FUND	540.00
Grand Total:	1,591,545.15

Account Summary

Account Number	Account Name	Expense Amount
100-4110-63020	Computer Maintenance...	10,386.10
100-4110-64400	Travel, Conference, Sch...	169.81
100-4150-62020	Computer Supplies	564.00
100-4150-64400	Travel, Conference, Sch...	232.10
100-4210-62010	Office Supplies	125.00
100-4210-62120	Gas-Oil-Lube	115.65
100-4210-62210	Equipment Maint & Repa..	137.22
100-4210-62420	Computer Equipment	752.00
100-4210-62880	Personal Protective Equi...	484.93
100-4210-62990	Misc. Operating Expense	90.00
100-4210-63320	Training Expense	148.46
100-4220-62210	Equipment Maint & Repa..	1,977.16
100-4240-63030	Contracts Expense	1,296.00
100-4312-62260	Signs-Brooms-Paint	3,569.50
100-4510-62120	Gas-Oil-Lube	12.00
100-4510-62210	Equipment Maint & Repa..	20.00
100-4510-63030	Contracts Expense	2,448.00
100-4650-62990	Misc. Operating Expense	46.00
100-4650-63020	Computer Maintenance...	4,602.07
100-4660-64400	Travel, Conference, Sch...	203.68
100-4671-62200	System Expense	3,011.40
505-4680-65900	Work in Process-Constru...	2,460.00
505-4680-65920	Work in Process - Eng/Ar...	511,674.30
520-4680-65900	Work in Process-Constru...	3,547.50
540-4680-65900	Work in Process-Constru...	989,850.00
620-4840-62020	Computer Supplies	188.00
620-4840-62160	Chemicals	5,631.33
620-4840-62170	Field Supplies	266.48

Account Summary

Account Number	Account Name	Expense Amount
620-4850-62200	System Expense	19,655.00
620-4850-62220	Plant Equip Maint & Rep...	1,633.10
620-4890-63110	Consulting Fees	9,795.32
650-4830-63210	Communication Expense	428.07
670-4850-62210	Equipment Maint & Repa..	163.08
680-4840-62170	Field Supplies	307.88
680-4840-62880	Personal Protective Equi...	100.00
680-4840-62990	Misc. Operating Expense	18.79
680-4850-62220	Lift Station and Pond Ma...	6,716.00
690-4840-62400	Small Tools and Minor E...	154.40
690-4840-62420	Computer Equipment	85.78
690-4840-62880	Personal Protective Equi...	2,358.38
690-4840-62990	Misc. Operating Expense	65.00
690-4850-62210	Equipment Maint & Repa..	950.76
690-4850-62230	Building Maint & Repair	3,228.00
690-4890-63020	Computer Maintenance...	1,281.90
690-4890-63030	Contracts Expense	55.00
820-4890-63030	Contracts Expense	540.00
Grand Total:		1,591,545.15

Project Account Summary

Project Account Key	Expense Amount
None	1,591,545.15
Grand Total:	1,591,545.15



UBPKT02736 - REFUND ACCTS WITH CREDIT BALANCES NO LONGER C

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
03-00317-011	NELSON, BREANNA M	9/25/2024	93634	81.10			81.10	Deposit
08-01101-004	FARIAS, LILLIANA M	9/25/2024	93635	40.00			40.00	Deposit
26-05139-002	PATRIOT ESTATES	9/25/2024	93636	14.68			14.68	Deposit
Total Refunds: 3			Total Refunded Amount:	135.78				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	135.78
Revenue Total:	135.78

General Ledger Distribution

Posting Date: 09/26/2024

	Account Number	Account Name	Posting Amount	IFT
Fund:	690 - ELECTRIC UTILITY FUND			
	690-10101	Cash & Investments	-135.78	Yes
	690-11530	Accts Receivable - Billing	135.78	
	690 Total:		0.00	
Fund:	999 - POOL CASH FUND			
	999-10101	Pooled Cash & Investments	-135.78	
	999-20700	Due To Other Funds	135.78	Yes
	999 Total:		0.00	
	Distribution Total:		0.00	



UBPKT02725 - Refunds 01 UBPKT02724 Disconnect

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-00046-008	OLSON, RICK L	9/23/2024	93615	152.64			152.64	Generated From Billing
03-00324-004	ERICKSON, JANAKA L	9/23/2024	93616	183.19			183.19	Generated From Billing
05-00684-000	HRUBY, PAMELA A	9/23/2024	93617	13.44			13.44	Generated From Billing
06-00861-009	PERALTA, LIONEL J	9/23/2024	93618	220.59			220.59	Generated From Billing
12-01428-008	SKADSEM, TYLER C	9/23/2024	93619	96.29			96.29	Generated From Billing
15-01900-002	SOURDIF, JONATHAN S	9/23/2024	93620	93.43			93.43	Generated From Billing
18-02309-005	KUKOWSKI, KADE A	9/23/2024	93621	182.83			182.83	Generated From Billing
18-02336-009	LEWIS, DEREK W	9/23/2024	93622	348.40			348.40	Generated From Billing
18-02350-007	HALLICK, PATRICIA L	9/23/2024	93623	114.85			114.85	Generated From Billing
26-04636-005	MORALES-ZAYAS, ANGELYS M	9/23/2024	93624	127.50			127.50	Generated From Billing
26-04940-004	KAHN, SHERRIE A	9/23/2024	93625	119.13			119.13	Generated From Billing
26-05169-005	MOMAN, VICKY D	9/23/2024	93626	98.16			98.16	Generated From Billing
28-03988-001	LEE, SHAWN A	9/23/2024	93627	177.40			177.40	Generated From Billing
29-04192-002	BAKKEN, JEFF L	9/23/2024	93628	79.49			79.49	Generated From Billing
31-05026-002	SATRE, ALISON K	9/23/2024	93629	130.33			130.33	Generated From Billing
Total Refunds: 15				Total Refunded Amount:	2,137.67			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	2137.67
Revenue Total:	2137.67

General Ledger Distribution

Posting Date: 09/23/2024

	Account Number	Account Name	Posting Amount	IFT
Fund:	690 - ELECTRIC UTILITY FUND			
	690-10101	Cash & Investments	-2,137.67	Yes
	690-11530	Accts Receivable - Billing	2,137.67	
	690 Total:		0.00	
Fund:	999 - POOL CASH FUND			
	999-10101	Pooled Cash & Investments	-2,137.67	

General Ledger Distribution

Posting Date: 09/23/2024

Account Number	Account Name	Posting Amount	IFT
999-20700	Due To Other Funds	2,137.67	Yes
999 Total:		0.00	
Distribution Total:		0.00	



City of Thief River Falls

#7.02

COUNCIL MEETING BILLS

OCTOBER 1st, 2024

SUMMARY OF DISBURSEMENTS

9/11/2024	AP PKT #1115 - DIRECT PAYABLES	\$31,872.12
9/13/2024	AP PKT #1118 - DIRECT PAYABLES	\$1,090,186.32
9/17/2024	AP PKT #1126 - ELECTRIC INVENTORY PAYABLES	\$14,376.81
9/17/2024	AP PKT #1125 - DIRECT PAYABLES	\$36,172.72
9/18/2024	AP PKT #1133 - 3RD QTR VFF SALARY	\$3,625.00
9/18/2024	AP PKT #1124 - LIQUOR PAYABLES	\$45,273.43
9/19/2024	AP PKT #1119 - #19 PAYROLL	\$153,190.41
9/19/2024	AP PKT #1134 - DIRECT PAYABLES	\$99,717.29
9/20/2024	AP PKT #1137 - DIRECT PAYABLES	\$18,365.57
9/23/2024	AP PKT #1138 - DIRECT PAYABLES	\$133,615.25
9/23/2024	UB PKT #2725 - UTILITY REFUND CHECKS	\$2,137.67
9/25/2024	AP PKT #1139 - DIRECT PAYABLES	\$13,584.39
10/1/2024	AP PKT #1135 - COUNCIL MEETING	\$1,591,545.15
9/25/2024	UB PKT #2736 - UTILITY REFUND CHECKS	\$135.78
GRAND TOTAL OF DISBURSEMENTS		\$3,233,797.91



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01115 - 09/11/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: FARMERS UNION OIL COMPANY							
FARMERS UNION OIL COM...	AUG 2024	09/11/2024	100-4194-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		34.00
FARMERS UNION OIL COM...	AUG 2024	09/11/2024	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		2,040.38
FARMERS UNION OIL COM...	AUG 2024	09/11/2024	100-4220-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		231.63
FARMERS UNION OIL COM...	AUG 2024	09/11/2024	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		2,230.89
FARMERS UNION OIL COM...	AUG 2024	09/11/2024	100-4315-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		1,534.09
FARMERS UNION OIL COM...	AUG 2024	09/11/2024	100-4510-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		1,629.69
FARMERS UNION OIL COM...	AUG 2024	09/11/2024	620-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		711.87
FARMERS UNION OIL COM...	AUG 2024	09/11/2024	670-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		219.68
FARMERS UNION OIL COM...	AUG 2024	09/11/2024	680-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		545.96
FARMERS UNION OIL COM...	AUG 2024	09/11/2024	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		1,518.17
FARMERS UNION OIL COM...	AUG 2024	09/11/2024	820-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		909.39
Vendor FARMERS UNION OIL COMPANY Total:							11,605.75
Vendor: FLAHERTY AND HOOD PA							
FLAHERTY AND HOOD PA	21627	08/02/2024	560-4680-65940	Work in Progress - Legal/Mi...	PROF SRVCS - LITIGATION /...		6,487.45
FLAHERTY AND HOOD PA	21628	08/06/2024	560-4680-65940	Work in Progress - Legal/Mi...	REIMB EXPENSE - LITIGATI...		2,750.00
FLAHERTY AND HOOD PA	21746	09/04/2024	560-4680-65940	Work in Progress - Legal/Mi...	PROF SRVCS - LITIGATION /...		900.00
FLAHERTY AND HOOD PA	21810	09/04/2024	100-4160-63040	Legal Fees	PROF SRVCS - LABOR NEGOT..		2,387.58
Vendor FLAHERTY AND HOOD PA Total:							12,525.03
Vendor: HARENS MEDIATION CENTER LLC TRUST ACCOUNT							
HARENS MEDIATION CENTE...	21747	09/06/2024	560-4680-65940	Work in Progress - Legal/Mi...	REIMB EXP - HARENS MEDI...		4,566.00
Vendor HARENS MEDIATION CENTER LLC TRUST ACCOUNT Total:							4,566.00
Vendor: NORMAN BETLAND							
NORMAN BETLAND	016	08/17/2024	100-4650-63030	Contracts Expense	GIS CONSULTING - JUL / AU...		302.50
Vendor NORMAN BETLAND Total:							302.50
Vendor: NORTHDALE OIL INC							
NORTHDALE OIL INC	AUG 2024	08/29/2024	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		1,185.56
NORTHDALE OIL INC	AUG 2024	08/29/2024	100-4220-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		64.82
NORTHDALE OIL INC	AUG 2024	08/29/2024	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		936.95
NORTHDALE OIL INC	AUG 2024	08/29/2024	100-4510-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		38.33
NORTHDALE OIL INC	AUG 2024	08/29/2024	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - AUG 20...		453.03
Vendor NORTHDALE OIL INC Total:							2,678.69
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP I...	AUG 2024	08/31/2024	680-4830-63890	Utilities Expense	ELECTRIC READING - AUG 2...		107.40
Vendor RED LAKE ELECTRIC COOP INC Total:							107.40

Council Approval Register

Packet: APPKT01115 - 09/11/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VESTIS							
VESTIS	2630327897	09/03/2024	620-4890-63030	Contracts Expense	LAUNDRY SERVICCE - 09/03...		86.75
						Vendor VESTIS Total:	86.75
						Grand Total:	31,872.12

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	12,616.42
560 - WASTE WATER FORCE MAIN	14,703.45
620 - WATER UTILITY FUND	798.62
670 - STORM WATER UTILITY FUND	219.68
680 - WASTEWATER UTILITY FUND	653.36
690 - ELECTRIC UTILITY FUND	1,971.20
820 - GREENWOOD CEMETERY FUND	909.39
Grand Total:	31,872.12

Account Summary

Account Number	Account Name	Expense Amount
100-4160-63040	Legal Fees	2,387.58
100-4194-62120	Gas-Oil-Lube	34.00
100-4210-62120	Gas-Oil-Lube	3,225.94
100-4220-62120	Gas-Oil-Lube	296.45
100-4312-62120	Gas-Oil-Lube	3,167.84
100-4315-62120	Gas-Oil-Lube	1,534.09
100-4510-62120	Gas-Oil-Lube	1,668.02
100-4650-63030	Contracts Expense	302.50
560-4680-65940	Work in Progress - Legal...	14,703.45
620-4840-62120	Gas-Oil-Lube	711.87
620-4890-63030	Contracts Expense	86.75
670-4840-62120	Gas-Oil-Lube	219.68
680-4830-63890	Utilities Expense	107.40
680-4840-62120	Gas-Oil-Lube	545.96
690-4840-62120	Gas-Oil-Lube	1,971.20
820-4840-62120	Gas-Oil-Lube	909.39
Grand Total:		31,872.12

Project Account Summary

Project Account Key	Expense Amount
None	31,872.12
Grand Total:	31,872.12



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: 10/1/2024

SUBJECT:

RECOMMENDATION:

MOTION TO:

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON:

ATTACHMENTS:

1.	Bond Resolution (Thief River Falls 2024A)-v3
----	--

CERTIFICATION OF MINUTES RELATING TO
\$[PAR] GENERAL OBLIGATION BONDS, SERIES 2024A

Issuer: City of Thief River Falls, Minnesota

Governing Body: City Council

Kind, date, time and place of meeting: A regular meeting held on October 1, 2024, at 5:30 p.m.
in the City offices in Thief River Falls, Minnesota.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION NO. _____

RESOLUTION AUTHORIZING ISSUANCE, AWARDING SALE,
PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE
PAYMENT OF \$[PAR] GENERAL OBLIGATION BONDS, SERIES 2024A

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer this ____ day of October, 2024.

City Administrator

It was reported that [] ([]) proposals for the purchase of \$[PAR] General Obligation Bonds, Series 2024A were received prior to 10:00 A.M., Central Time, on Tuesday, October 1, 2024, pursuant to the Official Statement distributed to potential purchasers of the Bonds by Northland Securities, Inc., municipal advisor to the City. The proposals have been publicly opened, read and tabulated and were found to be as follows:

See Attached

[BID COMPARISONS TO COME]

Councilmember _____ introduced the following resolution and moved its adoption, which motion was seconded by Councilmember _____:

RESOLUTION AUTHORIZING ISSUANCE, AWARDING SALE,
PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE
PAYMENT OF \$[PAR] GENERAL OBLIGATION BONDS, SERIES 2024A

BE IT RESOLVED by the City Council (the “Council”), City of Thief River Falls, Minnesota (the “City”), as follows:

SECTION 1. AUTHORIZATION AND SALE.

1.01. Authorization. This City Council, by resolution duly adopted on August 20, 2024, authorized the issuance and sale of its General Obligation Bonds, Series 2024A (the “Bonds”), pursuant to Minnesota Statutes, Chapters 429, 444 and 475, and Section 412.301, for the purpose of financing certain street improvement projects (the “Improvements”), improvements (the “Utility Project”) to the City’s municipal water and sewer systems (the “Systems”), the purchase of certain equipment (the “Equipment”), and to pay costs associated with issuance of the Bonds (collectively, the “Project”).

The portion of the Bonds (\$[____]) that is being issued pursuant to Minnesota Statutes, Chapters 429 and 475 (the “Improvement Bonds”) will be used to finance the Improvements.

The portion of the Bonds (\$[____]) that is being issued pursuant to Minnesota Statutes, Chapters 444 and 475 (the “Utility Bonds”) will be used to finance the Utility Project.

The portion of the Bonds (\$[____]) that is being issued pursuant to Minnesota Statutes, Chapters 475 and Section 412.301 (the “Equipment Bonds”) will be used to finance the purchase of the Equipment. The City has adopted, on March 5, 2024, a resolution approving issuance of the Equipment Bonds and did not, within ten days of the publication thereof, receive a petition satisfying the requirements of Minnesota Statutes with respect thereto. The Equipment Bonds mature no later than February 1, 2044, and the Equipment has an expected useful life at least as long as the Equipment Bonds.

Maturity schedules for each portion of the Bonds are attached hereto as EXHIBIT A.

1.02. Sale. Pursuant to the Notice of Sale and the Preliminary Official Statement prepared on behalf of the City by Northland Securities, Inc., municipal advisor to the City (the “Municipal Advisor”), sealed or electronic proposals for the purchase of the Bonds were received at or before the time specified for receipt of proposals. The proposals have been opened, publicly read and considered and the purchase price, interest rates and net interest cost under the terms of each proposal have been determined. The most favorable proposal received is that of [_____] in [_____] (the “Purchaser”), and associates, to purchase the Bonds in the principal amount of \$[PAR], at a price of \$[purchaseprice] plus accrued interest, if any, on all Bonds to the day of delivery and payment, on the further terms and conditions hereinafter set forth.

1.03. Award. The sale of the Bonds is hereby awarded to the Purchaser, and the Mayor and City Administrator are hereby authorized and directed on behalf of the City to execute a contract for the sale of the Bonds with the Purchaser in accordance with the Preliminary Official Statement. The good faith deposit of the Purchaser shall be retained and deposited by the City until the Bonds have been delivered, and shall be deducted from the purchase price paid at settlement.

SECTION 2. BOND TERMS; REGISTRATION; EXECUTION AND DELIVERY.

2.01. Issuance of Bonds. All acts, conditions and things which are required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed precedent to and in the valid issuance of the Bonds having been done, now existing, having happened and having been performed, it is now necessary for the Council to establish the form and terms of the Bonds, to provide security therefor and to issue the Bonds forthwith.

2.02. Maturities; Interest Rates; Denominations and Payment. The Bonds shall be originally dated as of October 24, 2024, shall be in the denomination of \$5,000 each, or any integral multiple thereof, of single maturities, shall mature on February 1 in the years and amounts stated below, and shall bear interest from date of issue until paid or duly called for redemption, at the annual rates set forth opposite such years and amounts, as follows:

<u>Year</u>	<u>Amount</u>	<u>Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Rate</u>
2026			2037		
2027			2038		
2028			2039		
2029			2040		
2030			2041		
2031			2042		
2032			2043		
2033			2044		
2034					
2036					

The Bonds shall be issuable only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof shall be payable by check or draft issued by the Registrar described herein, provided that so long as the Bonds are registered in the name of a securities depository, or a nominee thereof, in accordance with Section 2.08 hereof, principal and interest shall be payable in accordance with the operational arrangements of the securities depository.

2.03. Dates and Interest Payment Dates. Upon initial delivery of the Bonds pursuant to Section 2.07 and upon any subsequent transfer or exchange pursuant to Section 2.06, the date of authentication shall be noted on each Bond so delivered, exchanged or transferred. Interest on the Bonds shall be payable on February 1 and August 1 in each year, commencing August 1, 2025, each such date being referred to herein as an Interest Payment Date, to the persons in whose names the Bonds are registered on the Bond Register, as hereinafter defined, at the

Registrar's close of business on the fifteenth day of the calendar month preceding such Interest Payment Date, whether or not such day is a business day. Interest shall be computed on the basis of a 360-day year composed of twelve 30-day months.

2.04. Redemption. Bonds maturing on February 1, 2033 and in later years shall be subject to redemption and prepayment at the option of the City, in whole or in part, in such order of maturity dates as the City may select and, within a maturity, by lot as selected by the Registrar (or, if applicable, by the bond depository in accordance with its customary procedures) in integral multiples of \$5,000, on February 1, 2032, and on any date thereafter, at a price equal to the principal amount thereof and accrued interest to the date of redemption. The City Administrator shall cause notice of the call for redemption thereof to be published if and as required by law, and at least thirty (30) and not more than sixty (60) days prior to the designated redemption date, shall cause notice of call for redemption to be mailed, by first class mail, to the Registrar and registered holders of any Bonds to be redeemed at their addresses as they appear on the Bond Register described in Section 2.06 hereof, provided that notice shall be given to any securities depository in accordance with its operational arrangements. No defect in or failure to give such notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the City shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.

[THE BELOW TO BE ADDED FOR ANY TERM BONDS]

[Bonds maturing on February 1 in the years 20[] (the "Term Bonds") shall be subject to mandatory redemption prior to maturity pursuant to the sinking fund requirements of this Section 2.04 at a redemption price equal to the stated principal amount thereof plus interest accrued thereon to the redemption date, without premium. The Registrar shall select for redemption, by lot or other manner deemed fair, on February 1 in each of the following years the following stated principal amounts of such Bonds:

<u>Term Bond maturing February 1, 20[]</u>	
<u>Year</u>	<u>Principal Amount</u>
	\$

*

*stated maturity

Notice of redemption shall be given as provided in the preceding paragraph.]

2.05. Appointment of Registrar. The City hereby appoints Northland Trust Services, Inc., in Minneapolis, Minnesota, as the initial Bond registrar, transfer agent and paying agent (the "Registrar"). The Mayor and City Administrator are authorized to execute and deliver, on behalf of the City, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company organized under

the laws of the United States or one of the states of the United States and authorized by law to conduct such business, such corporation shall be authorized to act as successor Registrar. The City agrees to pay the reasonable and customary charges of the Registrar for the services performed. The City reserves the right to remove the Registrar, effective upon not less than thirty days' written notice and upon the appointment and acceptance of a successor Registrar, in which event the predecessor Registrar shall deliver all cash and Bonds in its possession to the successor Registrar and shall deliver the Bond Register to the successor Registrar.

2.06. Registration. The effect of registration and the rights and duties of the City and the Registrar with respect thereto shall be as follows:

(a) Register. The Registrar shall keep at its principal corporate trust office a register (the "Bond Register") in which the Registrar shall provide for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged. The term Holder or Bondholder as used herein shall mean the person (whether a natural person, corporation, association, partnership, trust, governmental unit, or other legal entity) in whose name a Bond is registered in the Bond Register.

(b) Transfer of Bonds. Upon surrender for transfer of any Bond duly endorsed by the Holder thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the Holder thereof or by an attorney duly authorized by the Holder in writing, the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month in which the interest payment date occurs and until such interest payment date.

(c) Exchange of Bonds. At the option of the Holder of any Bond in a denomination greater than \$5,000, such Bond may be exchanged for other Bonds of authorized denominations, of the same maturity and a like aggregate principal amount, upon surrender of the Bond to be exchanged at the office of the Registrar. Whenever any Bond is so surrendered for exchange the City shall execute and the Registrar shall authenticate and deliver the Bonds which the Bondholder making the exchange is entitled to receive.

(d) Cancellation. All Bonds surrendered for payment, transfer or exchange shall be promptly canceled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When any Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name any Bond is at any time registered in the Bond Register as the absolute owner of the Bond, whether the Bond shall be overdue or not, for the purpose of receiving payment of or on account of, the principal of and interest on the Bond and for all other purposes; and all payments made to or upon the order of such Holder shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. For every transfer or exchange of Bonds (except for an exchange upon a partial redemption of a Bond), the Registrar may impose a charge upon the owner thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the City and the Registrar shall be named as obligees. All Bonds so surrendered to the Registrar shall be canceled by it and evidence of such cancellation shall be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment.

(i) Authenticating Agent. The Registrar is hereby designated authenticating agent for the Bonds, within the meaning of Minnesota Statutes, Section 475.55, Subdivision 1, as amended.

(j) Valid Obligations. All Bonds issued upon any transfer or exchange of Bonds shall be the valid obligations of the City, evidencing the same debt, and entitled to the same benefits under this Resolution as the Bonds surrendered upon such transfer or exchange.

2.07. Execution, Authentication and Delivery. The Bonds shall be prepared under the direction of the City Administrator and shall be executed on behalf of the City by the signatures of the Mayor and the City Administrator, provided that the signatures may be printed, engraved or lithographed facsimiles of the originals. In case any officer whose signature or a facsimile of whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until the date of delivery of such Bond. Notwithstanding such execution, no Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on the Bond, substantially in the form provided in Section 2.09, has been executed by the manual

signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on any Bond shall be conclusive evidence that it has been duly authenticated and delivered under this Resolution. When the Bonds have been prepared, executed and authenticated, the City Administrator shall deliver them to the Purchaser upon payment of the purchase price in accordance with the contract of sale theretofore executed, and the Purchaser shall not be obligated to see to the application of the purchase price.

2.08. Securities Depository. (a) For purposes of this section the following terms shall have the following meanings:

“Beneficial Owner” shall mean, whenever used with respect to a Bond, the person in whose name such Bond is recorded as the beneficial owner of such Bond by a Participant on the records of such Participant, or such person’s subrogee.

“Cede & Co.” shall mean Cede & Co., the nominee of DTC, and any successor nominee of DTC with respect to the Bonds.

“DTC” shall mean The Depository Trust Company of New York, New York.

“Participant” shall mean any broker-dealer, bank or other financial institution for which DTC holds bonds as securities depository.

“Representation Letter” shall mean the Representation Letter pursuant to which the City agrees to comply with DTC’s Operational Arrangements.

(b) The Bonds shall be initially issued as separately authenticated fully registered bonds, and one Bond shall be issued in the principal amount of each stated maturity of the Bonds. Upon initial issuance, the ownership of such Bonds shall be registered in the Bond Register in the name of Cede & Co., as nominee of DTC. The Registrar and the City may treat DTC (or its nominee) as the sole and exclusive owner of the Bonds registered in its name for the purposes of payment of the principal of or interest on the Bonds, selecting the Bonds or portions thereof to be redeemed, if any, giving any notice permitted or required to be given to registered owners of Bonds under this resolution, registering the transfer of Bonds, and for all other purposes whatsoever; and neither the Registrar nor the City shall be affected by any notice to the contrary. Neither the Registrar nor the City shall have any responsibility or obligation to any Participant, any person claiming a beneficial ownership interest in the Bonds under or through DTC or any Participant, or any other person which is not shown on the Bond Register as being a registered owner of any Bonds, with respect to the accuracy of any records maintained by DTC or any Participant, with respect to the payment by DTC or any Participant of any amount with respect to the principal of or interest on the Bonds, with respect to any notice which is permitted or required to be given to owners of Bonds under this resolution, with respect to the selection by DTC or any Participant of any person to receive payment in the event of a partial redemption of the Bonds, or with respect to any consent given or other action taken by DTC as registered owner of the Bonds. So long as any Bond is registered in the name of Cede & Co., as nominee of DTC, the Registrar shall pay all principal of and interest on such Bond, and shall give all notices with respect to such Bond, only to Cede & Co. in accordance with DTC’s Operational Arrangements,

and all such payments shall be valid and effective to fully satisfy and discharge the City's obligations with respect to the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than DTC shall receive an authenticated Bond for each separate stated maturity evidencing the obligation of the City to make payments of principal and interest. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the Bonds will be transferable to such new nominee in accordance with paragraph (e) hereof.

(c) In the event the City determines that it is in the best interest of the Beneficial Owners that they be able to obtain Bonds in the form of physical certificates, the City may notify DTC and the Registrar, whereupon DTC shall notify the Participants of the availability through DTC of Bonds in the form of certificates. In such event, the Bonds will be transferable in accordance with paragraph (e) hereof. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the City and the Registrar and discharging its responsibilities with respect thereto under applicable law. In such event the Bonds will be transferable in accordance with paragraph (e) hereof.

(d) The execution and delivery of the Representation Letter to DTC, if not previously filed with DTC, by the Mayor or City Administrator is hereby authorized and directed.

(e) In the event that any transfer or exchange of Bonds is permitted under paragraph (b) or (c) hereof, such transfer or exchange shall be accomplished upon receipt by the Registrar of the Bonds to be transferred or exchanged and appropriate instruments of transfer to the permitted transferee in accordance with the provisions of this resolution. In the event Bonds in the form of certificates are issued to owners other than Cede & Co., its successor as nominee for DTC as owner of all the Bonds, or another securities depository as owner of all the Bonds, the provisions of this resolution shall also apply to all matters relating thereto, including, without limitation, the printing of such Bonds in the form of physical certificates and the method of payment of principal of and interest on such Bonds in the form of physical certificates.

2.09. Form of Bonds. The Bonds shall be prepared in substantially the form found at EXHIBIT B attached hereto.

Section 3. USE OF PROCEEDS; PROJECT FUND.

3.01. Project Fund

There is hereby created a special bookkeeping fund to be designated as the General Obligation Bonds, Series 2024A Project Fund (the "Project Fund"), to be held and administered by the City Administrator separate and apart from all other funds of the City. Within the Project Fund are established the following accounts:

(a) Improvements Account. The Improvements Account shall be credited with \$[], representing the estimated costs of the Improvements (\$[]), costs of issuance of the Improvement Bonds (\$[]), and rounding amount (\$[]) from the proceeds of the Improvement Bonds. The City Administrator shall maintain the

Improvements Account until payment of all costs and expenses incurred in connection with the construction of the Improvements have been paid.

(b) Utility Project Account. The Utility Project Account shall be credited with \$[], representing the estimated costs of the Utility Projects (\$[]), costs of issuance of the Utility Bonds (\$[]), and rounding amount (\$[]) from the proceeds of the Utility Bonds. The City Administrator shall maintain the Utility Project Account until all costs and expenses incurred by the City in connection with the construction of the Utility Project have been paid.

(c) Equipment Account. The Equipment Account shall be credited with \$[], representing the estimated costs of the Equipment (\$[]), costs of issuance of the Equipment Bonds (\$[]), and rounding amount (\$[]) from the proceeds of the Equipment Bonds. The City Administrator shall maintain the Equipment Account until all costs and expenses incurred by the City in connection with the acquisition of the Equipment have been paid.

From the Project Fund there shall be paid all costs and expenses related to the construction and acquisition of the Project. After payment of all such costs and expenses, the Project Fund shall be terminated. All funds on hand in an account of the Project Fund when terminated shall be credited to the related account within the Bond Fund described in Section 4 hereof, unless and except as such proceeds may be transferred to some other fund or account as to which the City has received from bond counsel an opinion that such other transfer is permitted by applicable laws and does not impair the exemption of interest on the Bonds from federal income taxes. In no event shall funds remain in the Project Fund later than October 24, 2027.

SECTION 4. GENERAL OBLIGATION BONDS, SERIES 2024A BOND FUND. The Bonds shall be payable from a separate General Obligation Bonds, Series 2024A Bond Fund (the “Bond Fund”) of the City, which shall be created and maintained on the books of the City as a separate debt redemption fund until the Bonds, and all interest thereon, are fully paid. Within the Debt Service Account (described below) within the Bond Fund are established the following subaccounts:

- (a) Improvements Subaccount. There shall be credited to the Improvements subaccount the following:
 - (i) the amounts specified in Section 3 above, after payment of all costs of the Improvements;
 - (ii) special assessments levied and collected in accordance with this Resolution;
 - (iii) taxes levied and collected in accordance with this Resolution and allocable to the Improvement Bonds; and
 - (iv) any other funds appropriated by this Council for the payment of the Improvement Bonds.

- (b) Utility Subaccount. There shall be credited to the Utility Subaccount the following:
 - (i) the amounts specified in Section 3 above, after payment of all costs of the Utility Project;
 - (ii) net revenues of the Systems, as described in Section 6 hereof;
 - (iii) taxes levied and collected in accordance with this Resolution and allocable to the Utility Bonds; and
 - (iv) any other funds appropriated by the Council for the payment of the Utility Bonds.
- (c) Equipment Subaccount. There shall be credited to the Equipment Subaccount the following:
 - (i) the amounts specified in Section 3 above, after payment of all costs of the Equipment;
 - (ii) taxes levied and collected in accordance with this Resolution and allocable to the Equipment Bonds; and
 - (iii) any other funds appropriated by the Council for the payment of the Equipment Bonds.

The principal of and interest on the Bonds shall be payable from the Bond Fund, and the money on hand in the Bond Fund from time to time shall be used only to pay the principal of and interest on the Bonds. On or before each principal and interest payment date for the Bonds, the City Administrator is directed to remit to the Registrar from funds on deposit in the Bond Fund the amount needed to pay principal and interest on the Bonds on the next succeeding principal and interest payment date.

There are hereby established two accounts in the Bond Fund, designated as the "Debt Service Account" and the "Surplus Account." There shall initially be deposited into the Debt Service Account upon the issuance of the Bonds the amount of \$0. Thereafter, during each bond year (each twelve month period commencing on February 2 and ending on the following February 1, a "Bond Year"), as monies are received into the Bond Fund, the City Administrator shall first deposit such monies into the applicable subaccount within the Debt Service Account until an amount has been appropriated thereto sufficient to pay all principal and interest due on the Bonds through the end of the Bond Year. All subsequent monies received in the Bond Fund during the Bond Year shall be appropriated to the Surplus Account. If at any time the amount on hand in the Debt Service Account is insufficient for the payment of principal and interest then due, the City Administrator shall transfer to the Debt Service Account amounts on hand in the Surplus Account to the extent necessary to cure such deficiency. Investment earnings (and losses) on amounts from time to time held in the Debt Service Account and Surplus Account shall be credited or charged to said accounts.

If the balance in the Bond Fund is at any time insufficient to pay all interest and principal then due on all Bonds payable therefrom, the payment shall be made from any fund of the City which is available for that purpose, subject to reimbursement from the Surplus Account when the balance therein is sufficient, and the City covenants and agrees that it will each year levy a sufficient amount of ad valorem taxes to take care of any accumulated or anticipated deficiency, which levy is not subject to any constitutional or statutory limitation.

SECTION 5. SPECIAL ASSESSMENTS. The City hereby covenants and agrees that, for the payment of the costs of the Improvements, the City has done or will do and perform all acts and things necessary for the final and valid levy of special assessments in the principal amount of \$405,000, which is not less than 20% of the cost of the Improvements. The principal of and interest on such special assessments are estimated to be levied and collected in the years and amounts shown on EXHIBIT C attached hereto. The principal of the assessments shall be made payable in annual installments, with interest as established by this Council in accordance with law on unpaid installments thereof from time to time remaining unpaid. In the event any special assessment shall at any time be held invalid with respect to any lot or tract of land, due to any error, defect or irregularity in any action or proceeding taken or to be taken by the City or by this Council or by any of the officers or employees of the City, either in the making of such special assessment or in the performance of any condition precedent thereto, the City hereby covenants and agrees that it will forthwith do all such further things and take all such further proceedings as shall be required by law to make such special assessment a valid and binding lien upon said property.

SECTION 6. PLEDGE OF NET REVENUES. It is hereby found, determined and declared that the City owns and operates the Systems as a revenue-producing utility and as a convenience, and that the net operating revenues of the Systems, after deducting from the gross receipts derived from charges for the service, use and availability of the Systems the normal, current and reasonable expenses of operation and maintenance thereof, will be sufficient, together with any other pledged funds, for the payment when due of the principal of and interest on the Utility Bonds and on any other bonds to which such revenues are pledged.

Pursuant to Minnesota Statutes, Section 444.075, the City hereby covenants and agrees with the registered owners from time to time of the Bonds that until the Utility Bonds and the interest thereon are discharged as provided in Section 8 or paid in full, the City will impose and collect reasonable charges in accordance with said Section 444.075 for the service, use and availability of its Systems according to schedules sufficient to produce net revenues sufficient, with other funds pledged to payment of the Utility Bonds, to pay the Utility Bonds and any other bonds to which said net revenues have been pledged; and the net revenues, to the extent necessary, are hereby irrevocably pledged and appropriated to the payment of the Bonds and interest thereon when due. Nothing herein shall preclude the City from hereafter making further pledges and appropriations of the net revenues of its Systems for payment of additional obligations of the City hereafter authorized if the Council determines before the authorization of such additional obligations that the estimated net revenues of the Systems will be sufficient, together with any other sources pledged to the payment of the outstanding and additional obligations, for payment of the outstanding bonds and such additional obligations. Such further pledges and appropriations of net revenues may be made superior or subordinate to or on a parity with, the pledge and appropriation herein made.

SECTION 7. PLEDGE OF TAXING POWERS. For the prompt and full payment of the principal of and interest on the Bonds as such payments respectively become due, the full faith, credit and unlimited taxing powers of the City shall be and are hereby irrevocably pledged. In order to produce aggregate amounts which, together with the collections of other amounts as set forth in Section 4, will produce amounts not less than 5% in excess of the amounts needed to meet when due the principal and interest payments on the Bonds, ad valorem taxes are hereby levied on all taxable property in the City, the taxes to be levied and collected in the following years and amounts:

<u>Levy Years</u>	<u>Collection Years</u>	<u>Amount</u>
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See attached schedules

The taxes shall be irrevocable as long as any of the Bonds are outstanding and unpaid, provided that the City reserves the right and power to reduce the tax levies from other legally available funds, in accordance with the provisions of Minnesota Statutes, Section 475.61.

SECTION 8. DEFEASANCE. When all of the Bonds have been discharged as provided in this Section, all pledges, covenants and other rights granted by this Resolution to the Holders of the Bonds shall cease. The City may discharge its obligations with respect to any Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; or, if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The City may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they are prepayable according to their terms by depositing with the Registrar on or before that date an amount equal to the principal, redemption premium, if any, and interest then due, provided that notice of such redemption has been duly given as provided herein. The City may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with the Registrar or with a bank or trust company qualified by law to act as an escrow agent for this purpose, cash or securities which are authorized by law to be so deposited for such purpose, bearing interest payable at such times and at such rates and maturing or callable at the holder's option on such dates as shall be required to pay all principal and interest to become due thereon to maturity or, if notice of redemption as herein required has been irrevocably provided for, to an earlier designated redemption date. If such deposit is made more than ninety days before the maturity date or specified redemption date of the Bonds to be discharged, the City must have received a written opinion of Bond Counsel to the effect that such deposit does not adversely affect the exemption of interest on any Bonds from federal income taxation and a written report of an accountant or investment banking firm verifying that the deposit is sufficient to pay when due all of the principal and interest on the Bonds to be discharged on and before their maturity dates or earlier designated redemption date.

SECTION 9. TAX COVENANTS; ARBITRAGE MATTERS AND CONTINUING DISCLOSURE.

9.01. General Tax Covenant. The City agrees with the registered owners from time to time of the Bonds that it will not take, or permit to be taken by any of its officers, employees or agents, any action that would cause interest on the Bonds to become includable in gross income of the recipient under the Internal Revenue Code of 1986, as amended (the “Code”) and applicable Treasury Regulations (the “Regulations”), and agrees to take any and all actions within its powers to ensure that the interest on the Bonds will not become includable in gross income of the recipient under the Code and the Regulations. All proceeds of the Bonds deposited in the Project Fund will be expended solely for the payment of the costs of the Project. The Project is and will be owned and maintained by the City and available for use by members of the general public on a substantially equal basis. The City shall not enter into any lease, management contract, use agreement, capacity agreement or other agreement with any non-governmental person relating to the use of the Project, or any portion thereof, or security for the payment of the Bonds which might cause the Bonds to be considered “private activity bonds” or “private loan bonds” pursuant to Section 141 of the Code.

9.02. Arbitrage Certification. The Mayor and City Administrator being the officers of the City charged with the responsibility for issuing the Bonds pursuant to this Resolution, are authorized and directed to execute and deliver to the Purchaser a certificate in accordance with Section 148 of the Code, and applicable Regulations, stating the facts, estimates and circumstances in existence on the date of issue and delivery of the Bonds which make it reasonable to expect that the proceeds of the Bonds will not be used in a manner that would cause the Bonds to be “arbitrage bonds” within the meaning of the Code and Regulations.

9.03. Arbitrage Rebate. The City acknowledges that the Bonds may be subject to the rebate requirements of Section 148(f) of the Code. The City covenants and agrees to retain such records, make such determinations, file such reports and documents and pay such amounts at such times as are required under said Section 148(f) and applicable Regulations to preserve the exclusion of interest on the Bonds from gross income for federal income tax purposes, unless the Bonds qualify for an exception from the rebate requirement pursuant to one of the spending exceptions set forth in Section 1.148-7 of the Regulations and no “gross proceeds” of the Bonds (other than amounts constituting a “bona fide debt service fund”) arise during or after the expenditure of the original proceeds thereof.

9.04. Qualified Tax-Exempt Obligations. The City Council hereby designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code relating to the disallowance of interest expense for financial institutions, and hereby finds that the reasonably anticipated amount of tax-exempt obligations (within the meaning of Section 265(b)(3) of the Code) which will be issued by the City and all subordinate entities during calendar year 2024 does not exceed \$10,000,000.

9.05. Reimbursement. The City certifies that the proceeds of the Bonds will not be used by the City to reimburse itself for any expenditure with respect to the Project which the City paid or will have paid more than 60 days prior to the issuance of the Bonds unless, with respect to such prior expenditures, the City shall have made a declaration of official intent which complies

with the provisions of Section 1.150-2 of the Regulations, provided that this certification shall not apply (i) with respect to certain de minimis expenditures, if any, with respect to the Project meeting the requirements of Section 1.150-2(f)(1) of the Regulations, or (ii) with respect to “preliminary expenditures” for the Project as defined in Section 1.150-2(f)(2) of the Regulations, including engineering or architectural expenses and similar preparatory expenses, which in the aggregate do not exceed 20% of the “issue price” of the Bonds.

9.06. Continuing Disclosure. (a) Purpose and Beneficiaries. To provide for the public availability of certain information relating to the Bonds and the security therefor and to permit the Purchaser and other participating underwriters in the primary offering of the Bonds to comply with amendments to Rule 15c2-12 promulgated by the SEC under the Securities Exchange Act of 1934 (17 C.F.R. § 240.15c2-12), relating to continuing disclosure (as in effect and interpreted from time to time, the Rule), which will enhance the marketability of the Bonds, the City hereby makes the following covenants and agreements for the benefit of the Owners (as hereinafter defined) from time to time of the outstanding Bonds. The City is the only obligated person in respect of the Bonds within the meaning of the Rule for purposes of identifying the entities in respect of which continuing disclosure must be made. If the City fails to comply with any provisions of this section, any person aggrieved thereby, including the Owners of any outstanding Bonds, may take whatever action at law or in equity may appear necessary or appropriate to enforce performance and observance of any agreement or covenant contained in this section, including an action for a writ of mandamus or specific performance. Direct, indirect, consequential and punitive damages shall not be recoverable for any default hereunder to the extent permitted by law. Notwithstanding anything to the contrary contained herein, in no event shall a default under this section constitute a default under the Bonds or under any other provision of this resolution. As used in this section, Owner or Bondowner means, in respect of a Bond, the registered owner or owners thereof appearing in the bond register maintained by the Registrar or any Beneficial Owner (as hereinafter defined) thereof, if such Beneficial Owner provides to the Registrar evidence of such beneficial ownership in form and substance reasonably satisfactory to the Registrar. As used herein, Beneficial Owner means, in respect of a Bond, any person or entity which (a) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, such Bond (including persons or entities holding Bonds through nominees, depositories or other intermediaries), or (b) is treated as the owner of the Bond for federal income tax purposes.

(b) Information To Be Disclosed. The City will provide, in the manner set forth in subsection (c) hereof, either directly or indirectly through an agent designated by the City, the following information at the following times:

- (1) on or before twelve (12) months after the end of each fiscal year of the City, commencing with the fiscal year ending December 31, 2023, the following financial information and operating data in respect of the City (the Disclosure Information):
 - (A) the audited financial statements of the City for such fiscal year, prepared in accordance with the governmental accounting standards promulgated by the Governmental Accounting Standards Board or as otherwise provided under Minnesota law, as in effect from time to time, or, if and to the extent

such financial statements have not been prepared in accordance with such generally accepted accounting principles for reasons beyond the reasonable control of the City, noting the discrepancies therefrom and the effect thereof, and certified as to accuracy and completeness in all material respects by the fiscal officer of the City; and

- (B) to the extent not included in the financial statements referred to in paragraph (A) hereof, the information for such fiscal year or for the period most recently available of the type contained in the Official Statement under the headings: “ECONOMIC AND FINANCIAL INFORMATION—Valuations,” “—Tax Capacity Rates” and “—Tax Levies and Collections,” and “SUMMARY OF DEBT AND DEBT STATISTICS,” which information may be unaudited which information may be unaudited.

Notwithstanding the foregoing paragraph, if the audited financial statements are not available by the date specified, the City shall provide on or before such date unaudited financial statements and, within 10 days after the receipt thereof, the City shall provide the audited financial statements. Any or all of the Disclosure Information may be incorporated by reference, if it is updated as required hereby, from other documents, including official statements, which have been submitted to the Municipal Securities Rulemaking Board (the MSRB) through its Electronic Municipal Market Access System (EMMA) or the SEC. The City shall clearly identify in the Disclosure Information each document so incorporated by reference. If any part of the Disclosure Information can no longer be generated because the operations of the City have materially changed or been discontinued, such Disclosure Information need no longer be provided if the City includes in the Disclosure Information a statement to such effect; provided, however, if such operations have been replaced by other City operations in respect of which data is not included in the Disclosure Information and the City determines that certain specified data regarding such replacement operations would be a Material Fact (as defined in paragraph (2) hereof), then, from and after such determination, the Disclosure Information shall include such additional specified data regarding the replacement operations. If the Disclosure Information is changed or this section is amended as permitted by this paragraph (b)(1) or subsection (d), then the City shall include in the next Disclosure Information to be delivered hereunder, to the extent necessary, an explanation of the reasons for the amendment and the effect of any change in the type of financial information or operating data provided.

- (2) In a timely manner, not in excess of 10 business days after the occurrence of the event, to the MSRB through EMMA, notice of the occurrence of any of the following events (each a “Material Fact,” as hereinafter defined):
 - (A) principal and interest payment delinquencies;
 - (B) non-payment related defaults, if material;
 - (C) unscheduled draws on debt service reserves reflecting financial difficulties;
 - (D) unscheduled draws on credit enhancements reflecting financial difficulties;

- (E) substitution of credit or liquidity providers, or their failure to perform;
- (F) adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB), or other material notices or determinations with respect to the tax status of the Bonds or other material events affecting the tax status of the Bonds;
- (G) modifications to rights of Bond holders, if material;
- (H) Bond calls, if material and tender offers;
- (I) defeasances;
- (J) release, substitution, or sale of property securing repayment of the Bonds if material;
- (K) rating changes;
- (L) bankruptcy, insolvency, receivership, or similar event of the obligated person;
- (M) the consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
- (N) appointment of a successor or additional trustee or the change of name of a trustee, if material.
- (O) Incurrence of a financial obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the obligated person, any of which affect security holders, if material; and
- (P) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.

For purposes of the events identified in paragraphs (O) and (P) above, the term “financial obligation” means (i) a debt obligation; (ii) a derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) a guarantee of (i) or (ii). The term “financial obligation” shall not include municipal securities as to which a final official statement has been provided to the MSRB consistent with the Rule.

As used herein, for those events that must be reported if material, an event is material if a substantial likelihood exists that a reasonably prudent investor would attach importance thereto in deciding to buy, hold or sell a Bond or, if not disclosed, would significantly alter the total information otherwise available to an investor from the Official Statement, information disclosed hereunder or information generally available to the public. Notwithstanding the foregoing sentence, an event is also material if it would be deemed material for purposes of the purchase, holding or sale of a Bond within the meaning of applicable federal securities laws, as interpreted at the time of discovery of the occurrence of the event.

For the purposes of the event identified in (L) hereinabove, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

(3) In a timely manner, to the MSRB through EMMA, notice of the occurrence of any of the following events or conditions:

- (A) the failure of the City to provide the Disclosure Information required under paragraph (b)(1) at the time specified thereunder;
- (B) the amendment or supplementing of this section pursuant to subsection (d), together with a copy of such amendment or supplement and any explanation provided by the City under subsection (d)(2);
- (C) the termination of the obligations of the City under this section pursuant to subsection (d);
- (D) any change in the accounting principles pursuant to which the financial statements constituting a portion of the Disclosure Information are prepared; and
- (E) any change in the fiscal year of the City.

(c) Manner of Disclosure.

- (1) The City agrees to make available to the MSRB through EMMA, in an electronic format as prescribed by the MSRB, the information described in subsection (b).
- (2) All documents provided to the MSRB pursuant to this subsection (c) shall be accompanied by identifying information as prescribed by the MSRB from time to time.

(d) Term; Amendments; Interpretation.

- (1) The covenants of the City in this section shall remain in effect so long as any Bonds are outstanding. Notwithstanding the preceding sentence, however, the obligations of the City under this section shall terminate and be without further effect as of any date on which the City delivers to the Registrar an opinion of Bond Counsel to the effect that, because of legislative action or final judicial or administrative actions or proceedings, the failure of the City to comply with the requirements of this section will not cause participating underwriters in the primary offering of the Bonds to be in violation of the Rule or other applicable

requirements of the Securities Exchange Act of 1934, as amended, or any statutes or laws successory thereto or amendatory thereof.

- (2) This section (and the form and requirements of the Disclosure Information) may be amended or supplemented by the City from time to time, without notice to (except as provided in paragraph (c)(2) hereof) or the consent of the Owners of any Bonds, by a resolution of this Council filed in the office of the recording officer of the City accompanied by an opinion of Bond Counsel, who may rely on certificates of the City and others and the opinion may be subject to customary qualifications, to the effect that: (i) such amendment or supplement (a) is made in connection with a change in circumstances that arises from a change in law or regulation or a change in the identity, nature or status of the City or the type of operations conducted by the City, or (b) is required by, or better complies with, the provisions of paragraph (b)(5) of the Rule; (ii) this section as so amended or supplemented would have complied with the requirements of paragraph (b)(5) of the Rule at the time of the primary offering of the Bonds, giving effect to any change in circumstances applicable under clause (i)(a) and assuming that the Rule as in effect and interpreted at the time of the amendment or supplement was in effect at the time of the primary offering; and (iii) such amendment or supplement does not materially impair the interests of the Bondowners under the Rule.

If the Disclosure Information is so amended, the City agrees to provide, contemporaneously with the effectiveness of such amendment, an explanation of the reasons for the amendment and the effect, if any, of the change in the type of financial information or operating data being provided hereunder.

- (3) This section is entered into to comply with the continuing disclosure provisions of the Rule and should be construed so as to satisfy the requirements of paragraph (b)(5) of the Rule.

SECTION 10. CERTIFICATION OF PROCEEDINGS.

10.01. Registration of Bonds. The City Administrator is hereby authorized and directed to file a certified copy of this resolution with the County Auditor of Pennington County, together with such additional information as is required, and to obtain a certificate that the Bonds and the taxes levied pursuant hereto have been duly entered upon the County Auditor's Bond register.

10.02. Authentication of Transcript. The officers of the City and the County Auditor are hereby authorized and directed to prepare and furnish to the Purchaser and to Dorsey & Whitney LLP, Bond Counsel, certified copies of all proceedings and records relating to the Bonds and such other affidavits, certificates and information as may be required to show the facts relating to the legality and marketability of the Bonds, as the same appear from the books and records in their custody and control or as otherwise known to them, and all such certified copies, affidavits and certificates, including any heretofore furnished, shall be deemed representations of the City as to the correctness of all statements contained therein.

10.03. Official Statement. The Preliminary Official Statement relating to the Bonds, prepared and distributed by the Municipal Advisor, is hereby approved. The Municipal Advisor is hereby authorized on behalf of the City to prepare and distribute to the Purchaser within seven business days from the date hereof, a Final Official Statement listing the offering price, the interest rates, selling compensation, delivery date, the underwriters and such other information relating to the Bonds required to be included in the Official Statement by Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934. The officers of the City are hereby authorized and directed to execute such certificates as may be appropriate concerning the accuracy, completeness and sufficiency of the Official Statement.

10.04. Effective Date. This resolution shall be in full force and effect from and after its passage.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the Resolution was declared duly passed and adopted.

EXHIBIT A

Maturity Schedules

<u>Year</u>	<u>Improvement Bonds</u>	<u>Utility Bonds</u>	<u>Equipment Bonds</u>	<u>Total</u>
2026				
2027				
2028				
2029				
2030				
2031				
2032				
2033				
2034				
2036				
2037				
2038				
2039				
2040				
2041				
2042				
2043				
2044				
TOTAL				\$[PAR]

EXHIBIT B

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF PENNINGTON

CITY OF THIEF RIVER FALLS

GENERAL OBLIGATION BONDS,
SERIES 2024A

R-_____ \$_____

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP No.</u>
____%	February 1, 20__	October 24, 2024	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: THOUSAND DOLLARS

CITY OF THIEF RIVER FALLS, State of Minnesota (the “City”) acknowledges itself to be indebted and for value received hereby promises to pay to the registered owner specified above, or registered assigns, the principal amount specified above on the maturity date specified above and promises to pay interest thereon from the date of original issue specified above or from the most recent Interest Payment Date (as hereinafter defined) to which interest has been paid or duly provided for, at the annual interest rate specified above, payable on February 1 and August 1 in each year, commencing August 1, 2025 (each such date, an “Interest Payment Date”), all subject to the provisions referred to herein with respect to the redemption of the principal of this Bond before maturity. The interest so payable on any Interest Payment Date shall be paid to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the calendar month preceding such Interest Payment Date. Interest hereon shall be computed on the basis of a 360-day year composed of twelve 30-day months. The interest hereon and, upon presentation and surrender hereof at the principal office of the agent of the Registrar described below, the principal hereof are payable in lawful money of the United States of America by check or draft drawn on Northland Trust Services, Inc., Minneapolis, Minnesota, as Bond registrar, transfer agent and paying agent, or its successor designated under the Resolution described herein (the “Registrar”) or other agreed-upon means of payment by the Registrar or its designated successor. For the prompt and full payment of such principal and interest as the same respectively come due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

This Bond is one of an issue (the “Bonds”) in the aggregate principal amount of \$[PAR] issued pursuant to a resolution adopted by the City Council on October 1, 2024 (the “Resolution”), to finance various street, water and sewer improvements in the City, to purchase certain equipment, and to fund the costs of issuance of the Bonds. This Bond issued by authority of and in strict accordance with the provisions of the Constitution and laws of the State of Minnesota thereunto enabling, including Minnesota Statutes, Chapters 429, 444 and 475 and Section 412.301. For the full and prompt payment of the

principal of and interest on the Bonds as the same become due, the full faith, credit and taxing power of the City have been and are hereby irrevocably pledged. The Bonds are issuable only in fully registered form, in the denomination of \$5,000 or any integral multiple thereof, of single maturities.

Bonds maturing on February 1, 2033 and later years shall be subject to redemption and prepayment at the option of the City, in whole or in part, in such order of maturity dates as the City may select and, within a maturity, by lot as selected by the Registrar (or, if applicable, by the Bond depository in accordance with its customary procedures) in multiples of \$5,000, on February 1, 2032, and on any date thereafter, at a price equal to the principal amount thereof and accrued interest to the date of redemption. The City shall cause notice of the call for redemption thereof to be published if and to the extent required by law, and at least thirty (30) and not more than sixty (60) days prior to the designated redemption date, shall cause notice of call for redemption to be mailed, by first class mail (or, if applicable, provided in accordance with the operational arrangements of the securities depository), to the registered holders of any Bonds, at the holders' addresses as they appear on the Bond register maintained by the Bond Registrar, but no defect in or failure to give such mailed notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the City shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.

[THE BELOW TO BE ADDED IF ANY TERM BONDS]

[Bonds maturing on February 1 in the years 20[] shall be subject to mandatory redemption, at a redemption price equal to their principal amount plus interest accrued thereon to the redemption date, without premium, on February 1 in each of the years shown below, in an amount equal to the following principal amounts:

<u>Term Bond maturing February 1, 20[]</u>	
<u>Year</u>	<u>Principal Amount</u>
	\$
*	
*stated maturity	

Notice of redemption shall be given as provided in the preceding paragraph.]

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Registrar, by the registered owner hereof in person or by the owner's attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or the owner's attorney, and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond or Bonds to be issued in the name of the designated transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date; subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to any such transfer or exchange.

The Bonds have been designated by the City as "qualified tax-exempt obligations" pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

The City and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment as herein provided and for all other purposes, and neither the City nor the Registrar shall be affected by any notice to the contrary.

Notwithstanding any other provisions of this Bond, so long as this Bond is registered in the name of Cede & Co., as nominee of The Depository Trust Company, or in the name of any other nominee of The Depository Trust Company or other securities depository, the Registrar shall pay all principal of and interest on this Bond, and shall give all notices with respect to this Bond, only to Cede & Co. or other nominee in accordance with the operational arrangements of The Depository Trust Company or other securities depository as agreed to by the City.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed as so required; that, prior to the issuance hereof, the City Council has by the Resolution covenanted and agreed to collect and apply to payment of the bonds ad valorem taxes levied on all taxable property in the City, certain net revenues of its municipal water and sewer systems, and special assessments upon property specially benefited by the local improvements financed with the Bonds, which taxes, revenues and assessments are estimated to be collectible in years and amounts sufficient to produce sums not less than 5% in excess of the principal of and interest on the Bonds when due, and has appropriated such assessments, revenues and taxes to its General Obligation Bonds, Series 2024A Bond Fund for the payment of such principal and interest; that if necessary for the payment of such principal and interest, additional ad valorem taxes are required to be levied upon all taxable property in the City, without limitation as to rate or amount; that all proceedings relative to the projects financed by this Bond have been or will be taken according to law and that the issuance of this Bond, together with all other indebtedness of the City outstanding on the date hereof and on the date of its actual issuance and delivery, does not cause the indebtedness of the City to exceed any constitutional or statutory limitation of indebtedness.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon shall have been executed by the Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, the City has caused this Bond to be executed on its behalf by the facsimile signatures of its Mayor and City Administrator and has caused this Bond to be dated as of the date set forth below.

CITY OF THIEF RIVER FALLS, MINNESOTA

(facsimile signature – City Administrator)

(facsimile signature – Mayor)

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

Date of Authentication: _____

NORTHLAND TRUST SERVICES, INC.,
as Registrar

By _____
Authorized Representative

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to the applicable laws or regulations:

TEN COM --as tenants in common

UTMA as Custodian for

(Cust)

(Minor)

TEN ENT --as tenants by the entireties under Uniform Transfers to Minors Act

(State)

JT TEN --as joint tenants with right of survivorship and not as tenants in common

Additional abbreviations may also be used.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: _____

NOTICE: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatsoever.

Signature Guaranteed:

Signature(s) must be guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, which requirements include membership or participation in STAMP or such other "signature guaranty program" as may be determined by the Registrar in addition to or in substitution for STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

PLEASE INSERT SOCIAL SECURITY OR
OTHER IDENTIFYING NUMBER OF
ASSIGNEE:

EXHIBIT C

Special Assessments and Tax Levies

[TO COME]

PENNINGTON COUNTY AUDITOR'S
CERTIFICATE AS TO REGISTRATION AND TAX LEVY

The undersigned, being the duly qualified and acting County Auditor of Pennington County, Minnesota, hereby certifies that there has been filed in my office a certified copy of a resolution duly adopted on October 1, 2024, by the City Council of Thief River Falls, Minnesota, setting forth the form and details of an issue of \$[PAR] General Obligation Bonds, Series 2024A dated the date of issuance thereof.

I further certify that the issue has been entered on my bond register and the taxes required by law have been levied as required by Minnesota Statutes, Sections 475.61 to 475.63.

WITNESS my hand and official seal on the ____ day of _____, 2024.

Pennington County Auditor

(SEAL)



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: 10/1/2024

SUBJECT: To Authorize the City Administrator to calculate a transaction fee for credit card and debit card payments on Utility Bills.

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

MOTION TO: to approve authorizing the City Administrator to calculate the amount or percentage needed to recoup the credit card fees the City is currently paying to be charged or assessed to a City utility customer as a transaction fee when a City utility customer pays their utility bills with a credit card and or debit card. This surcharge or fee assessment will go into effect on January 1, 2025. The City, by resolution, would approve the surcharge or assessment for credit or debit card usage to be passed on to the City utility customers.

BACKGROUND: The City of Thief River Falls has seen a significant increase in the cost with credit card and debit card usage in utility billing. Since there are other payment options available that have very little to no cost to the city associated with the payment, it has been discussed to then also move or pass this additional cost charged to the City by the credit card companies to the City utility customer who wants or chooses to pay by credit card and debit card.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



City of Thief River Falls

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

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

Request for Council Action

DATE: 10/1/2024

SUBJECT: Public Safety Aid Purchase

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

MOTION TO: Approve spending approximately \$30,000 From the Public Safety Aid money toward the completion of a new wildland firefighting vehicle.

BACKGROUND: The Fire Department is updating aging wildland firefighting equipment at an approximate cost of \$85,000 - \$90,000. The volunteer firefighters have committed \$40,000, the Rural Fire Association has committed \$20,000 leaving approximately \$25,000 - \$30,000 to finish the project

KEY ISSUES: The current first due wildland unit is a 2004 model (20 years old), and the second response unit is a 1990 model (34 years old). The 2004 would become the secondary unit and the 1990 would be sold at auction.

FINANCIAL CONSIDERATIONS: Public Safety Aid

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Rick Beier, Fire Chief

ATTACHMENTS:
None



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Thief River Falls MN 56701-0528

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www.citytrf.net

Request for Council Action

DATE: 10/1/2024

SUBJECT: Challenger Elementary School WCA Notice of Decision

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

MOTION TO: Approve the Challenger Elementary wetland delineation

BACKGROUND: In August 2024, Widseth certified wetland delineator, Joey Goeden, delineated three wetlands at Challenger Elementary School where the new proposed bus lane will be located. A complete Joint Application was received on August 18, 2024. Technical Evaluation Panel (TEP) members met on sit on September 9, 2024, and all members present agreed on the wetland boundaries and types delineated.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Larissa Fitzgerald, Pennington SWCD/Travis Giffen, Public Works

ATTACHMENTS:

1.	Challenger Elementary School Wetland Report
2.	Joint Application Form
3.	Challenger Elementary NOD

WETLAND DELINEATION REPORT

FOR

CHALLENGER ELEMENTARY SCHOOL
THIEF RIVER FALLS, MINNESOTA

Prepared for:

Thief River Falls Schools, ISD #564
230 LaBree Avenue South
Thief River Falls, MN 56701

August 2024

Widseth No. 2024-10493

**WETLAND DELINEATION REPORT
CHALLENGER ELEMENTARY SCHOOL
THIEF RIVER FALLS, MINNESOTA**

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FIGURES

FIGURE 1	SITE LOCATION
FIGURE 2	NATIONAL WETLANDS INVENTORY
FIGURE 3	PUBLIC WATERS INVENTORY
FIGURE 4	WETLAND DELINEATION

APPENDICES

APPENDIX A	WETLAND DETERMINATION DATA FORMS
APPENDIX B	SOILS
APPENDIX C	PRECIPITATION DATA
APPENDIX D	SITE PHOTOGRAPHS

I. Introduction

Widseth has completed a delineation of aquatic resources within a 12-acre Project Area located in Thief River Falls, Minnesota. The Project Area is for a proposed bus lane at the Challenger Elementary School, located in Pennington County within parcel number 2506700230. The delineation was completed to identify aquatic resources within the Project Area located in Section 3, Township 153N, Range 43W (Figure 1).

This report describes the methodology and results of the field delineation performed by Joey Goeden of Widseth on August 1, 2024. Wetlands identified within this report will be used for planning purposes and to determine potential wetland impacts.

II. Methodology

The United States Army Corps of Engineers (ACOE) defines jurisdictional wetlands as: “Those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas.”

Available maps, aerial photography, and climatological data were reviewed prior to the on-site delineation for assistance in the identification of wetland areas. The Federal Clean Water Act and the Minnesota Wetland Conservation Act (WCA) require that the United States Army Corps of Engineers 1987 Manual (1987 Manual) along with the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Great Plains Region be used as guidance for wetland determinations. The boundaries of jurisdictional wetlands are to be determined using vegetation, hydrology, and soils as wetland indicator criteria. The wetland edge is considered to be the uppermost extent of the wetland basin (i.e., the area above the boundary did not meet all three wetland indicator criteria and the area below the boundary did meet all three criteria).

The wetland boundary locations were determined by establishing sample transects. Transects were generally comprised of sample locations on a line roughly perpendicular to the wetland edge. Sample points were located just above and below what was defined as the wetland edge. Great Plains Wetland Determination Data Forms were completed that detailed vegetation, hydrology, and soils at each sample location. The wetland boundary was located just above the sampling points where all three wetland criteria were met. Dominant plant species, soils characteristics, and hydrology indicators have been documented on the Wetland Determination Data Forms for each transect and are included in Appendix A.

Wetland boundaries were marked with wetland delineation stake-flags and ribbon. The wetland boundaries were then surveyed with a sub-meter GPS and included on site maps.

III. Offsite Examination

National Wetlands Inventory. NWI maps typically provide useful information and are a good starting point for creating a wetlands base map. However, NWI maps sometimes contain inaccuracies because they are created from interpretation of aerial photographs and are usually not verified by ground truthing. As a result, wetland boundaries are sometimes mapped inaccurately, and smaller wetlands may be missed entirely or misidentified by type. The NWI identified one wetland basin and one riverine habitat within the Project Area (Figure 2). The wetland type is PEM1Dd, and the riverine type is R5UBFx.

Aerial Photography. Aerial photography indicates that the Project Area is located on the south side of Thief River Falls, MN. The Project Area is a mix of grassland, maintained lawn, wetland, and school infrastructure. The properties located near the Project Area are a mix of cropland, grassland, wooded areas, wetland, and residential properties.

Public Waters Inventory. Minnesota Department of Natural Resources (MNDNR) Public Waters Inventory does not identify any public waters within the Project Area (Figure 3).

Soils. According to the Natural Resources Conservation Service (NRCS) Web Soil Survey three soil types are mapped within the Project Area (Appendix B). Table 1 below depicts the Soil Map Unit Symbol, Soil Map Unit Name, and Hydric Soil Rating located within the Project Area.

Table 1. Summary of Soils within the Project Area

Soil Map Unit Symbol	Soil Map Unit Name	Hydric Soil Rating
I9A	Clearwater clay, 0 to 1 percent slopes	95
I13A	Espelie fine sandy loam, clayey till substratum, 0 to 1 percent slopes	93
I74A	Urban land-Endoaquents complex, 0 to 3 percent slopes	0

Precipitation. The ACOE Antecedent Precipitation Tool indicates that the multi-month precipitation score was considered to be within the wet range when using the three months prior to the field work being completed (May through July 2024). The antecedent precipitation information is included in Appendix C.

IV. Delineation Results

Three wetland basins were identified and delineated within the Project Area. The basins are identified as Wetland 1 through Wetland 3 for the purpose of this report (Figure 4). Photos of the wetlands and sample points are found in Appendix D.

Wetland 1 is a Fresh Wet Meadow / PEMB. This wetland is shown as three separate wetlands of Figure 4, but it is connected east of the Project Area. Dominant vegetation found within the wetland is Canada anemone (*Anemone canadensis*), red top (*Agrostis gigantea*), reed canary grass (*Phalaris arundinacea*), and thread rush (*Juncus filiformis*). Dominant upland vegetation is big bluestem (*Andropogon gerardii*), bird's-foot trefoil (*Lotus corniculatus*), Kentucky bluegrass (*Poa pratensis*), and smooth brome (*Bromus inermis*). The wetland Sample Point 1B met the hydric soil indicators of Depleted Below Dark Surface (A11) and Depleted Matrix (F3). The wetland Sample Point 2B met the hydric soil indicators of A11 and Sandy Redox (S5). The upland Sample Point 1A met the hydric soil indicators of A11 and F3. The upland Sample Point 2A met the hydric soil indicators of A11, Redox Dark Surface (F6), and Depleted Dark Surface (F7). Sample Points 1B and 2B did not meet any primary hydrology indicators, but they met the secondary hydrology indicators of Geomorphic Position (D2) and FAC-Neutral Test (D5). Sample Points 1A and 2A met the secondary hydrology indicator of D2 but did not meet wetland hydrology criterion.

Wetland 2 is a Fresh Wet Meadow / PEMB. This wetland is in a constructed road ditch and the soil, vegetation, and hydrology are similar to Sample Point 2B.

Wetland 3 is a Fresh Wet Meadow / PEMB. This wetland is mowed periodically and is significantly disturbed. The central and west side of this wetland is a constructed drainage swale, and the northeast side is a basin. Wetland 3 did not have identifiable vegetation due to being mowed prior to the site visit. The soil and hydrology were investigated, and it was determined that Sample Point 3B is in a wetland. Dominant upland vegetation is dandelion (*Taraxacum officinale*), Kentucky bluegrass, and white clover (*Trifolium repens*). Sample Point 3B met the hydric soil indicators of A11 and S5. The upland Sample Point 3A met the hydric soil indicator of Thick Dark Surface (A12). Sample Point 3B met the primary hydrology indicator of Water-Stained Leaves (B9) and the secondary hydrology indicator of Geomorphic Position (D2). Sample Point 3A did not meet any primary or secondary hydrology indicators.

No waterways or other waters were identified within the Project Area.

The south side of the Project Area is a native prairie restoration.

The following table is a list of each wetland as identified on Figure 4 with the associated size and wetland type.

Table 2. Summary of Wetlands within the Project Area

Wetland ID	Wetland Sq Ft (Ac)	Wetland Type
Wetland 1	92,913 (2.13)	PEMB
Wetland 2	246 (0.01)	PEMB
Wetland 3	17,782 (0.41)	PEMB
Total:	110,941 (2.55)*	N/A

*Square feet and acreage may vary slightly due to rounding

V. Discussion and Conclusions

Widseth conducted an aquatic resources delineation of a 12-acre Project Area located in Thief River Falls, Minnesota. The objective of the survey was to identify the extent and spatial arrangement of aquatic resources located within the Project Area.

Three wetland basins totaling 2.55 acres were identified and delineated within the Project Area. No waterways or other waters were identified within the Project Area.

All the wetlands identified may be subject to the jurisdiction of the WCA, the MNDNR, and the ACOE.

VI. Standard of Care

This wetland delineation was completed in accordance with the U.S. Army Corps of Engineers 1987 Wetlands Delineation Manual along with the Regional Supplement for the Region. The Standard of Care follows the manual and conforms to the criteria and methods utilized by professionals in this area of practice at this time. This report was prepared by and reviewed by a Widseth professional with a background in the environmental and/or natural sciences.



Joey Goeden
Certified Minnesota Wetland Professional #: 1311

8-14-2024

Date

Reviewed by:



Mike Pederson
Certified Minnesota Wetland Professional #: 1265

8-15-2024

Date

FIGURES

FIGURE 1: SITE LOCATION
Challenger Elementary School



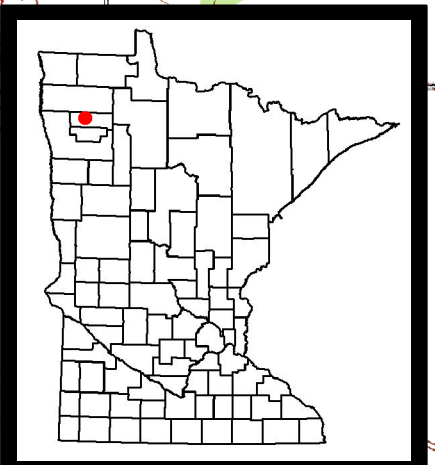
0 1,800 3,600
Feet

USGS 24K Quad:
Thief River Falls

8/14/2024

Widseth Job No: 2024-10493

Project Area



**FIGURE 2: NATIONAL
WETLANDS INVENTORY**
Challenger Elementary School



0 125 250
Feet

Project Area
 NWI

8/14/2024
Image: Pennington County (2023)
Widseth Job No: 2024-10493



FIGURE 3: PUBLIC WATERS INVENTORY

Challenger Elementary School



0 125 250
Feet

 Project Area

8/14/2024

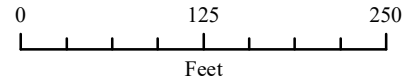
Image: Pennington County (2023)

Widseth Job No: 2024-10493

No Public Waters in Project Area

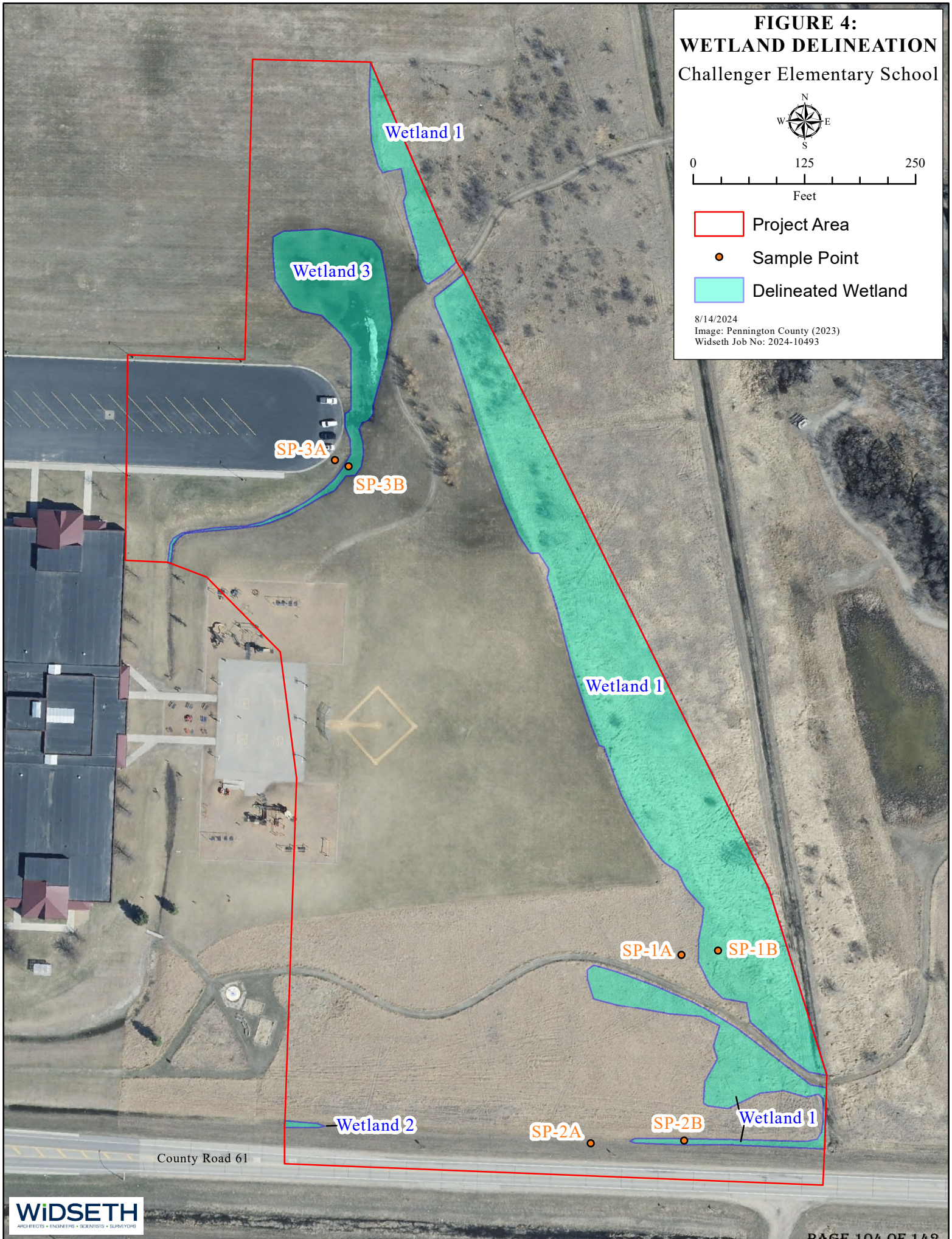
County Road 61

FIGURE 4:
WETLAND DELINEATION
 Challenger Elementary School



- Project Area
- Sample Point
- Delineated Wetland

8/14/2024
 Image: Pennington County (2023)
 Widseth Job No: 2024-10493



APPENDIX A

Wetland Determination Data Forms

U.S. Army Corps of Engineers
WETLAND DETERMINATION DATA SHEET – Great Plains Region
See ERDC/EL TR-10-1; the proponent agency is CECW-CO-R

OMB Control #: 0710-0024, Exp: 11/30/2024
Requirement Control Symbol EXEMPT:
(Authority: AR 335-15, paragraph 5-2a)

Project/Site: Challenger Elementary School City/County: Thief River Falls/Pennington Sampling Date: 08/01/2024
Applicant/Owner: Thief River Falls Schools, ISD #564 State: MN Sampling Point: SP-1A
Investigator(s): Joey Goeden Section, Township, Range: 3, 153N, 43W
Landform (hillside, terrace, etc.): depression Local relief (concave, convex, none): concave Slope (%): 1-2
Subregion (LRR): LRR F Lat: N/A Long: N/A Datum: NAD 83
Soil Map Unit Name: Clearwater clay, 0 to 1 percent slopes NWI classification: PEM1Dd

Are climatic / hydrologic conditions on the site typical for this time of year? Yes No X (If no, explain in Remarks.)
Are Vegetation X, Soil , or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No
Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes <u> </u> No <u>X</u> Hydric Soil Present? Yes <u>X</u> No <u> </u> Wetland Hydrology Present? Yes <u> </u> No <u>X</u>	Is the Sampled Area within a Wetland? Yes <u> </u> No <u>X</u>
Remarks: Climatic conditions are wet for this time of year. Vegetation has been disturbed due to being a native restoration area.	

VEGETATION – Use scientific names of plants.

<table border="1" style="width:100%"><tr><td style="width:30%"><u>Tree Stratum</u></td><td style="width:20%">(Plot size: <u>30'</u>)</td><td style="width:10%">Absolute % Cover</td><td style="width:10%">Dominant Species?</td><td style="width:10%">Indicator Status</td></tr><tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>3. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td colspan="2"></td><td colspan="3" style="text-align:right">=Total Cover</td></tr><tr><td><u>Sapling/Shrub Stratum</u></td><td>(Plot size: <u>15'</u>)</td><td></td><td></td><td></td></tr><tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>3. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>5. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td colspan="2"></td><td colspan="3" style="text-align:right">=Total Cover</td></tr><tr><td><u>Herb Stratum</u></td><td>(Plot size: <u>5'</u>)</td><td></td><td></td><td></td></tr><tr><td>1. <u>Poa pratensis</u></td><td></td><td align="center">40</td><td align="center">Yes</td><td align="center">FACU</td></tr><tr><td>2. <u>Andropogon gerardii</u></td><td></td><td align="center">35</td><td align="center">Yes</td><td align="center">FACU</td></tr><tr><td>3. <u>Bromus inermis</u></td><td></td><td align="center">25</td><td align="center">Yes</td><td align="center">UPL</td></tr><tr><td>4. <u>Solidago canadensis</u></td><td></td><td align="center">6</td><td align="center">No</td><td align="center">FACU</td></tr><tr><td>5. <u>Elymus virginicus</u></td><td></td><td align="center">5</td><td align="center">No</td><td align="center">FAC</td></tr><tr><td>6. <u>Cirsium arvense</u></td><td></td><td align="center">2</td><td align="center">No</td><td align="center">FACU</td></tr><tr><td>7. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>8. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>9. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>10. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td colspan="2"></td><td align="center">113</td><td colspan="2" style="text-align:right">=Total Cover</td></tr><tr><td><u>Woody Vine Stratum</u></td><td>(Plot size: <u>30'</u>)</td><td></td><td></td><td></td></tr><tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td colspan="2"></td><td colspan="3" style="text-align:right">=Total Cover</td></tr><tr><td colspan="2">% Bare Ground in Herb Stratum <u> </u></td><td colspan="3"></td></tr></table>	<u>Tree Stratum</u>	(Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status	1. <u> </u>					2. <u> </u>					3. <u> </u>					4. <u> </u>							=Total Cover			<u>Sapling/Shrub Stratum</u>	(Plot size: <u>15'</u>)				1. <u> </u>					2. <u> </u>					3. <u> </u>					4. <u> </u>					5. <u> </u>							=Total Cover			<u>Herb Stratum</u>	(Plot size: <u>5'</u>)				1. <u>Poa pratensis</u>		40	Yes	FACU	2. <u>Andropogon gerardii</u>		35	Yes	FACU	3. <u>Bromus inermis</u>		25	Yes	UPL	4. <u>Solidago canadensis</u>		6	No	FACU	5. <u>Elymus virginicus</u>		5	No	FAC	6. <u>Cirsium arvense</u>		2	No	FACU	7. <u> </u>					8. <u> </u>					9. <u> </u>					10. <u> </u>							113	=Total Cover		<u>Woody Vine Stratum</u>	(Plot size: <u>30'</u>)				1. <u> </u>					2. <u> </u>							=Total Cover			% Bare Ground in Herb Stratum <u> </u>					Dominance Test worksheet: Number of Dominant Species That Are OBL, FACW, or FAC: <u>0</u> (A) Total Number of Dominant Species Across All Strata: <u>3</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>0.0%</u> (A/B) Prevalence Index worksheet: <table border="1" style="width:100%"><tr><td>Total % Cover of:</td><td>Multiply by:</td></tr><tr><td>OBL species <u>0</u></td><td>x 1 = <u>0</u></td></tr><tr><td>FACW species <u>0</u></td><td>x 2 = <u>0</u></td></tr><tr><td>FAC species <u>5</u></td><td>x 3 = <u>15</u></td></tr><tr><td>FACU species <u>83</u></td><td>x 4 = <u>332</u></td></tr><tr><td>UPL species <u>25</u></td><td>x 5 = <u>125</u></td></tr><tr><td>Column Totals: <u>113</u> (A)</td><td><u>472</u> (B)</td></tr><tr><td colspan="2">Prevalence Index = B/A = <u>4.18</u></td></tr></table> Hydrophytic Vegetation Indicators: <u> </u> 1 - Rapid Test for Hydrophytic Vegetation <u> </u> 2 - Dominance Test is >50% <u> </u> 3 - Prevalence Index is ≤3.0¹ <u> </u> 4 - Morphological Adaptations¹ (Provide supporting data in Remarks or on a separate sheet) <u> </u> Problematic Hydrophytic Vegetation¹ (Explain) ¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic. Hydrophytic Vegetation Present? Yes <u> </u> No <u>X</u>	Total % Cover of:	Multiply by:	OBL species <u>0</u>	x 1 = <u>0</u>	FACW species <u>0</u>	x 2 = <u>0</u>	FAC species <u>5</u>	x 3 = <u>15</u>	FACU species <u>83</u>	x 4 = <u>332</u>	UPL species <u>25</u>	x 5 = <u>125</u>	Column Totals: <u>113</u> (A)	<u>472</u> (B)	Prevalence Index = B/A = <u>4.18</u>	
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Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-10	10YR 2/1	100					Loamy/Clayey	
10-24	10YR 5/1	85	10YR 5/6	15	C	M	Loamy/Clayey	Prominent redox concentrations

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. ²Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)		Indicators for Problematic Hydric Soils ³ :
☐ Histosol (A1)	☐ Sandy Gleyed Matrix (S4)	☐ 1 cm Muck (A9) (LRR I, J)
☐ Histic Epipedon (A2)	☐ Sandy Redox (S5)	☐ Coast Prairie Redox (A16) (LRR F, G, H)
☐ Black Histic (A3)	☐ Stripped Matrix (S6)	☐ Dark Surface (S7) (LRR G)
☐ Hydrogen Sulfide (A4)	☐ Loamy Mucky Mineral (F1)	☐ High Plains Depressions (F16)
☐ Stratified Layers (A5) (LRR F)	☐ Loamy Gleyed Matrix (F2)	(LRR H outside of MLRA 72 & 73)
☐ 1 cm Muck (A9) (LRR F, G, H)	☒ Depleted Matrix (F3)	☐ Reduced Vertic (F18)
☒ Depleted Below Dark Surface (A11)	☐ Redox Dark Surface (F6)	☐ Red Parent Material (F21)
☐ Thick Dark Surface (A12)	☐ Depleted Dark Surface (F7)	☐ Very Shallow Dark Surface (F22)
☐ Sandy Mucky Mineral (S1)	☐ Redox Depressions (F8)	☐ Other (Explain in Remarks)
☐ 2.5 cm Mucky Peat or Peat (S2) (LRR G, H)	☐ High Plains Depressions (F16)	³ Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.
☐ 5 cm Mucky Peat or Peat (S3) (LRR F)	(MLRA 72 & 73 of LRR H)	

Restrictive Layer (if observed): Type: _____ Depth (inches): _____	Hydric Soil Present? Yes ☒ No ☐
Remarks:	

HYDROLOGY

Wetland Hydrology Indicators:			
<u>Primary Indicators (minimum of one is required; check all that apply)</u>		<u>Secondary Indicators (minimum of two required)</u>	
☐ Surface Water (A1)	☐ Salt Crust (B11)	☐ Surface Soil Cracks (B6)	
☐ High Water Table (A2)	☐ Aquatic Invertebrates (B13)	☐ Sparsely Vegetated Concave Surface (B8)	
☐ Saturation (A3)	☐ Hydrogen Sulfide Odor (C1)	☐ Drainage Patterns (B10)	
☐ Water Marks (B1)	☐ Dry-Season Water Table (C2)	☐ Oxidized Rhizospheres on Living Roots (C3)	
☐ Sediment Deposits (B2)	☐ Oxidized Rhizospheres on Living Roots (C3)	(where tilled)	
☐ Drift Deposits (B3)	(where not tilled)	☐ Crayfish Burrows (C8)	
☐ Algal Mat or Crust (B4)	☐ Presence of Reduced Iron (C4)	☐ Saturation Visible on Aerial Imagery (C9)	
☐ Iron Deposits (B5)	☐ Thin Muck Surface (C7)	☒ Geomorphic Position (D2)	
☐ Inundation Visible on Aerial Imagery (B7)	☐ Other (Explain in Remarks)	☐ FAC-Neutral Test (D5)	
☐ Water-Stained Leaves (B9)		☐ Frost-Heave Hummocks (D7) (LRR F)	

Field Observations: Surface Water Present? Yes ☐ No ☒ Depth (inches): _____ Water Table Present? Yes ☐ No ☒ Depth (inches): _____ Saturation Present? Yes ☐ No ☒ Depth (inches): _____ (includes capillary fringe)	Wetland Hydrology Present? Yes ☐ No ☒
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:	
Remarks:	

U.S. Army Corps of Engineers
WETLAND DETERMINATION DATA SHEET – Great Plains Region
See ERDC/EL TR-10-1; the proponent agency is CECW-CO-R

OMB Control #: 0710-0024, Exp: 11/30/2024
Requirement Control Symbol EXEMPT:
(Authority: AR 335-15, paragraph 5-2a)

Project/Site: Challenger Elementary School City/County: Thief River Falls/Pennington Sampling Date: 08/01/2024
Applicant/Owner: Thief River Falls Schools, ISD #564 State: MN Sampling Point: SP-1B
Investigator(s): Joey Goeden Section, Township, Range: 3, 153N, 43W
Landform (hillside, terrace, etc.): depression Local relief (concave, convex, none): concave Slope (%): 0-1
Subregion (LRR): LRR F Lat: N/A Long: N/A Datum: NAD 83
Soil Map Unit Name: Clearwater clay, 0 to 1 percent slopes NWI classification: none

Are climatic / hydrologic conditions on the site typical for this time of year? Yes No X (If no, explain in Remarks.)
Are Vegetation , Soil , or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No
Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes <u>X</u> No <u> </u> Hydric Soil Present? Yes <u>X</u> No <u> </u> Wetland Hydrology Present? Yes <u>X</u> No <u> </u>	Is the Sampled Area within a Wetland? Yes <u>X</u> No <u> </u>
Remarks: Climatic conditions are wet for this time of year.	

VEGETATION – Use scientific names of plants.

<table border="1" style="width:100%"><tr><td style="width:30%"><u>Tree Stratum</u></td><td style="width:20%">(Plot size: <u>30'</u>)</td><td style="width:10%">Absolute % Cover</td><td style="width:10%">Dominant Species?</td><td style="width:10%">Indicator Status</td></tr><tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>3. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td colspan="2"></td><td colspan="3" style="text-align:right">=Total Cover</td></tr><tr><td><u>Sapling/Shrub Stratum</u></td><td>(Plot size: <u>15'</u>)</td><td></td><td></td><td></td></tr><tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>3. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>5. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td colspan="2"></td><td colspan="3" style="text-align:right">=Total Cover</td></tr><tr><td><u>Herb Stratum</u></td><td>(Plot size: <u>5'</u>)</td><td></td><td></td><td></td></tr><tr><td>1. <u>Phalaris arundinacea</u></td><td></td><td align="center">50</td><td align="center">Yes</td><td align="center">FACW</td></tr><tr><td>2. <u>Poa pratensis</u></td><td></td><td align="center">20</td><td align="center">Yes</td><td align="center">FACU</td></tr><tr><td>3. <u>Anemone canadensis</u></td><td></td><td align="center">20</td><td align="center">Yes</td><td align="center">FACW</td></tr><tr><td>4. <u>Solidago gigantea</u></td><td></td><td align="center">7</td><td align="center">No</td><td align="center">FAC</td></tr><tr><td>5. <u>Cirsium arvense</u></td><td></td><td align="center">3</td><td align="center">No</td><td align="center">FACU</td></tr><tr><td>6. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>7. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>8. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>9. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>10. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td colspan="2"></td><td align="center">100</td><td colspan="2" style="text-align:right">=Total Cover</td></tr><tr><td><u>Woody Vine Stratum</u></td><td>(Plot size: <u>30'</u>)</td><td></td><td></td><td></td></tr><tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr><tr><td colspan="2"></td><td colspan="3" style="text-align:right">=Total Cover</td></tr><tr><td colspan="2">% Bare Ground in Herb Stratum <u> </u></td><td colspan="3"></td></tr></table>	<u>Tree Stratum</u>	(Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	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Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-8	10YR 2/1	100					Loamy/Clayey	
8-24	10YR 5/1	90	10YR 5/6	10	C	M	Loamy/Clayey	Prominent redox concentrations

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. ²Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)		Indicators for Problematic Hydric Soils ³ :
☐ Histosol (A1)	☐ Sandy Gleyed Matrix (S4)	☐ 1 cm Muck (A9) (LRR I, J)
☐ Histic Epipedon (A2)	☐ Sandy Redox (S5)	☐ Coast Prairie Redox (A16) (LRR F, G, H)
☐ Black Histic (A3)	☐ Stripped Matrix (S6)	☐ Dark Surface (S7) (LRR G)
☐ Hydrogen Sulfide (A4)	☐ Loamy Mucky Mineral (F1)	☐ High Plains Depressions (F16)
☐ Stratified Layers (A5) (LRR F)	☐ Loamy Gleyed Matrix (F2)	(LRR H outside of MLRA 72 & 73)
☐ 1 cm Muck (A9) (LRR F, G, H)	☒ Depleted Matrix (F3)	☐ Reduced Vertic (F18)
☒ Depleted Below Dark Surface (A11)	☐ Redox Dark Surface (F6)	☐ Red Parent Material (F21)
☐ Thick Dark Surface (A12)	☐ Depleted Dark Surface (F7)	☐ Very Shallow Dark Surface (F22)
☐ Sandy Mucky Mineral (S1)	☐ Redox Depressions (F8)	☐ Other (Explain in Remarks)
☐ 2.5 cm Mucky Peat or Peat (S2) (LRR G, H)	☐ High Plains Depressions (F16)	³ Indicators of hydrophytic vegetation and
☐ 5 cm Mucky Peat or Peat (S3) (LRR F)	(MLRA 72 & 73 of LRR H)	wetland hydrology must be present,
		unless disturbed or problematic.

Restrictive Layer (if observed): Type: _____ Depth (inches): _____	Hydric Soil Present? Yes ☒ No ☐
Remarks:	

HYDROLOGY

Wetland Hydrology Indicators:			
<u>Primary Indicators (minimum of one is required; check all that apply)</u>		<u>Secondary Indicators (minimum of two required)</u>	
☐ Surface Water (A1)	☐ Salt Crust (B11)	☐ Surface Soil Cracks (B6)	
☐ High Water Table (A2)	☐ Aquatic Invertebrates (B13)	☐ Sparsely Vegetated Concave Surface (B8)	
☐ Saturation (A3)	☐ Hydrogen Sulfide Odor (C1)	☐ Drainage Patterns (B10)	
☐ Water Marks (B1)	☐ Dry-Season Water Table (C2)	☐ Oxidized Rhizospheres on Living Roots (C3)	
☐ Sediment Deposits (B2)	☐ Oxidized Rhizospheres on Living Roots (C3)	(where tilled)	
☐ Drift Deposits (B3)	(where not tilled)	☐ Crayfish Burrows (C8)	
☐ Algal Mat or Crust (B4)	☐ Presence of Reduced Iron (C4)	☐ Saturation Visible on Aerial Imagery (C9)	
☐ Iron Deposits (B5)	☐ Thin Muck Surface (C7)	☒ Geomorphic Position (D2)	
☐ Inundation Visible on Aerial Imagery (B7)	☐ Other (Explain in Remarks)	☒ FAC-Neutral Test (D5)	
☐ Water-Stained Leaves (B9)		☐ Frost-Heave Hummocks (D7) (LRR F)	

Field Observations: Surface Water Present? Yes ☐ No ☒ Depth (inches): _____ Water Table Present? Yes ☐ No ☒ Depth (inches): _____ Saturation Present? Yes ☐ No ☒ Depth (inches): _____ (includes capillary fringe)	Wetland Hydrology Present? Yes ☒ No ☐
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:	
Remarks:	

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Landform (hillside, terrace, etc.): road ditch Local relief (concave, convex, none): concave Slope (%): 3-4
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Are climatic / hydrologic conditions on the site typical for this time of year? Yes No X (If no, explain in Remarks.)
Are Vegetation X, Soil X, or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No
Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes <u> </u> No <u>X</u> Hydric Soil Present? Yes <u>X</u> No <u> </u> Wetland Hydrology Present? Yes <u> </u> No <u>X</u>	Is the Sampled Area within a Wetland? Yes <u> </u> No <u>X</u>
Remarks: Climatic conditions are wet for this time of year. Vegetation is disturbed due to mowing, soil is disturbed due to previous ditch construction.	

VEGETATION – Use scientific names of plants.

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Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-6	10YR 2/1	80	10YR 5/1	15	D	M	Loamy/Clayey	
			10YR 5/6	5	C	M		Prominent redox concentrations
6-11	10YR 5/2	95	10YR 5/6	5	D	M	Sandy	
11-24	10YR 5/1	80	10YR 5/6	20	C	M	Loamy/Clayey	Prominent redox concentrations

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. ²Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)		Indicators for Problematic Hydric Soils ³ :
☐ Histosol (A1)	☐ Sandy Gleyed Matrix (S4)	☐ 1 cm Muck (A9) (LRR I, J)
☐ Histic Epipedon (A2)	☐ Sandy Redox (S5)	☐ Coast Prairie Redox (A16) (LRR F, G, H)
☐ Black Histic (A3)	☐ Stripped Matrix (S6)	☐ Dark Surface (S7) (LRR G)
☐ Hydrogen Sulfide (A4)	☐ Loamy Mucky Mineral (F1)	☐ High Plains Depressions (F16)
☐ Stratified Layers (A5) (LRR F)	☐ Loamy Gleyed Matrix (F2)	☐ (LRR H outside of MLRA 72 & 73)
☐ 1 cm Muck (A9) (LRR F, G, H)	☐ Depleted Matrix (F3)	☐ Reduced Vertic (F18)
☒ Depleted Below Dark Surface (A11)	☒ Redox Dark Surface (F6)	☐ Red Parent Material (F21)
☐ Thick Dark Surface (A12)	☒ Depleted Dark Surface (F7)	☐ Very Shallow Dark Surface (F22)
☐ Sandy Mucky Mineral (S1)	☐ Redox Depressions (F8)	☐ Other (Explain in Remarks)
☐ 2.5 cm Mucky Peat or Peat (S2) (LRR G, H)	☐ High Plains Depressions (F16)	³ Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.
☐ 5 cm Mucky Peat or Peat (S3) (LRR F)	☐ (MLRA 72 & 73 of LRR H)	

Restrictive Layer (if observed): Type: _____ Depth (inches): _____	Hydric Soil Present? Yes ☒ No ☐
Remarks:	

HYDROLOGY

Wetland Hydrology Indicators:			
<u>Primary Indicators (minimum of one is required; check all that apply)</u>		<u>Secondary Indicators (minimum of two required)</u>	
☐ Surface Water (A1)	☐ Salt Crust (B11)	☐ Surface Soil Cracks (B6)	
☐ High Water Table (A2)	☐ Aquatic Invertebrates (B13)	☐ Sparsely Vegetated Concave Surface (B8)	
☐ Saturation (A3)	☐ Hydrogen Sulfide Odor (C1)	☐ Drainage Patterns (B10)	
☐ Water Marks (B1)	☐ Dry-Season Water Table (C2)	☐ Oxidized Rhizospheres on Living Roots (C3)	
☐ Sediment Deposits (B2)	☐ Oxidized Rhizospheres on Living Roots (C3)	☐ (where tilled)	
☐ Drift Deposits (B3)	☐ (where not tilled)	☐ Crayfish Burrows (C8)	
☐ Algal Mat or Crust (B4)	☐ Presence of Reduced Iron (C4)	☐ Saturation Visible on Aerial Imagery (C9)	
☐ Iron Deposits (B5)	☐ Thin Muck Surface (C7)	☒ Geomorphic Position (D2)	
☐ Inundation Visible on Aerial Imagery (B7)	☐ Other (Explain in Remarks)	☐ FAC-Neutral Test (D5)	
☐ Water-Stained Leaves (B9)		☐ Frost-Heave Hummocks (D7) (LRR F)	

Field Observations: Surface Water Present? Yes ☐ No ☒ Depth (inches): _____ Water Table Present? Yes ☐ No ☒ Depth (inches): _____ Saturation Present? Yes ☐ No ☒ Depth (inches): _____ (includes capillary fringe)	Wetland Hydrology Present? Yes ☐ No ☒
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:	
Remarks:	

U.S. Army Corps of Engineers
WETLAND DETERMINATION DATA SHEET – Great Plains Region
See ERDC/EL TR-10-1; the proponent agency is CECW-CO-R

OMB Control #: 0710-0024, Exp: 11/30/2024
Requirement Control Symbol EXEMPT:
(Authority: AR 335-15, paragraph 5-2a)

Project/Site: Challenger Elementary School City/County: Thief River Falls/Pennington Sampling Date: 08/01/2024
Applicant/Owner: Thief River Falls Schools, ISD #564 State: MN Sampling Point: SP-2B
Investigator(s): Joey Goeden Section, Township, Range: 3, 153N, 43W
Landform (hillside, terrace, etc.): road ditch Local relief (concave, convex, none): concave Slope (%): 2-3
Subregion (LRR): LRR F Lat: N/A Long: N/A Datum: NAD 83
Soil Map Unit Name: Clearwater clay, 0 to 1 percent slopes NWI classification: R5UBFx

Are climatic / hydrologic conditions on the site typical for this time of year? Yes No X (If no, explain in Remarks.)
Are Vegetation X, Soil X, or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No
Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes <u>X</u> No <u> </u> Hydric Soil Present? Yes <u>X</u> No <u> </u> Wetland Hydrology Present? Yes <u>X</u> No <u> </u>	Is the Sampled Area within a Wetland? Yes <u>X</u> No <u> </u>
Remarks: Climatic conditions are wet for this time of year. Vegetation is disturbed due to previous mowing, soil is disturbed due to previous ditch construction.	

VEGETATION – Use scientific names of plants.

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Herb Stratum	(Plot size: <u>5'</u>)	Absolute % Cover	Dominant Species?	Indicator Status																																																																																																																																																														
1. <u>Agrostis gigantea</u>		60	Yes	FACW																																																																																																																																																														
2. <u>Juncus filiformis</u>		20	No	OBL																																																																																																																																																														
3. <u>Lotus corniculatus</u>		15	No	FACU																																																																																																																																																														
4. <u>Equisetum pratense</u>		10	No	FACW																																																																																																																																																														
5. <u>Phalaris arundinacea</u>		5	No	FACW																																																																																																																																																														
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Woody Vine Stratum	(Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status																																																																																																																																																														
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FACW species <u>75</u>	x 2 = <u>150</u>																																																																																																																																																																	
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Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-4	10YR 2/1	100					Loamy/Clayey	
4-13	10YR 5/2	80	10YR 4/6	20	C	M	Sandy	Prominent redox concentrations
13-24	10YR 5/1	90	10YR 5/6	10	C	M	Loamy/Clayey	Prominent redox concentrations

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. ²Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)		Indicators for Problematic Hydric Soils ³ :
☐ Histosol (A1)	☐ Sandy Gleyed Matrix (S4)	☐ 1 cm Muck (A9) (LRR I, J)
☐ Histic Epipedon (A2)	☒ Sandy Redox (S5)	☐ Coast Prairie Redox (A16) (LRR F, G, H)
☐ Black Histic (A3)	☐ Stripped Matrix (S6)	☐ Dark Surface (S7) (LRR G)
☐ Hydrogen Sulfide (A4)	☐ Loamy Mucky Mineral (F1)	☐ High Plains Depressions (F16)
☐ Stratified Layers (A5) (LRR F)	☐ Loamy Gleyed Matrix (F2)	(LRR H outside of MLRA 72 & 73)
☐ 1 cm Muck (A9) (LRR F, G, H)	☐ Depleted Matrix (F3)	☐ Reduced Vertic (F18)
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☐ Thick Dark Surface (A12)	☐ Depleted Dark Surface (F7)	☐ Very Shallow Dark Surface (F22)
☐ Sandy Mucky Mineral (S1)	☐ Redox Depressions (F8)	☐ Other (Explain in Remarks)
☐ 2.5 cm Mucky Peat or Peat (S2) (LRR G, H)	☐ High Plains Depressions (F16)	³ Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.
☐ 5 cm Mucky Peat or Peat (S3) (LRR F)	(MLRA 72 & 73 of LRR H)	

Restrictive Layer (if observed): Type: _____ Depth (inches): _____	Hydric Soil Present? Yes ☒ No ☐
Remarks:	

HYDROLOGY

Wetland Hydrology Indicators:			
<u>Primary Indicators (minimum of one is required; check all that apply)</u>		<u>Secondary Indicators (minimum of two required)</u>	
☐ Surface Water (A1)	☐ Salt Crust (B11)	☐ Surface Soil Cracks (B6)	
☐ High Water Table (A2)	☐ Aquatic Invertebrates (B13)	☐ Sparsely Vegetated Concave Surface (B8)	
☐ Saturation (A3)	☐ Hydrogen Sulfide Odor (C1)	☐ Drainage Patterns (B10)	
☐ Water Marks (B1)	☐ Dry-Season Water Table (C2)	☐ Oxidized Rhizospheres on Living Roots (C3)	
☐ Sediment Deposits (B2)	☐ Oxidized Rhizospheres on Living Roots (C3)	(where tilled)	
☐ Drift Deposits (B3)	(where not tilled)	☐ Crayfish Burrows (C8)	
☐ Algal Mat or Crust (B4)	☐ Presence of Reduced Iron (C4)	☐ Saturation Visible on Aerial Imagery (C9)	
☐ Iron Deposits (B5)	☐ Thin Muck Surface (C7)	☒ Geomorphic Position (D2)	
☐ Inundation Visible on Aerial Imagery (B7)	☐ Other (Explain in Remarks)	☒ FAC-Neutral Test (D5)	
☐ Water-Stained Leaves (B9)		☐ Frost-Heave Hummocks (D7) (LRR F)	

Field Observations: Surface Water Present? Yes ☐ No ☒ Depth (inches): _____ Water Table Present? Yes ☐ No ☒ Depth (inches): _____ Saturation Present? Yes ☐ No ☒ Depth (inches): _____ (includes capillary fringe)	Wetland Hydrology Present? Yes ☒ No ☐
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:	
Remarks:	

U.S. Army Corps of Engineers
WETLAND DETERMINATION DATA SHEET – Great Plains Region
See ERDC/EL TR-10-1; the proponent agency is CECW-CO-R

OMB Control #: 0710-0024, Exp: 11/30/2024
Requirement Control Symbol EXEMPT:
(Authority: AR 335-15, paragraph 5-2a)

Project/Site: Challenger Elementary School City/County: Thief River Falls/Pennington Sampling Date: 08/01/2024
Applicant/Owner: Thief River Falls Schools, ISD #564 State: MN Sampling Point: SP-3A
Investigator(s): Joey Goeden Section, Township, Range: 3, 153N, 43W
Landform (hillside, terrace, etc.): hillside Local relief (concave, convex, none): convex Slope (%): 4-5
Subregion (LRR): LRR F Lat: N/A Long: N/A Datum: NAD 83
Soil Map Unit Name: Urban land-Endoaquents complex, 0 to 3 percent slopes NWI classification: upland

Are climatic / hydrologic conditions on the site typical for this time of year? Yes No X (If no, explain in Remarks.)
Are Vegetation X, Soil X, or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No
Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes <u> </u> No <u>X</u> Hydric Soil Present? Yes <u>X</u> No <u> </u> Wetland Hydrology Present? Yes <u> </u> No <u>X</u>	Is the Sampled Area within a Wetland? Yes <u> </u> No <u>X</u>
Remarks: Climatic conditions are wet for this time of year. Vegetation is disturbed due to mowing, soil is disturbed due to previous soil fill	

VEGETATION – Use scientific names of plants.

<table border="1" style="width:100%"><tr><td style="width:30%"><u>Tree Stratum</u> (Plot size: <u>30'</u>)</td><td style="width:15%">Absolute % Cover</td><td style="width:15%">Dominant Species?</td><td style="width:10%">Indicator Status</td></tr><tr><td>1. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>2. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>3. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>4. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td colspan="4" style="text-align:right"><u> </u> =Total Cover</td></tr><tr><td><u>Sapling/Shrub Stratum</u> (Plot size: <u>15'</u>)</td><td></td><td></td><td></td></tr><tr><td>1. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>2. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>3. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>4. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>5. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td colspan="4" style="text-align:right"><u> </u> =Total Cover</td></tr><tr><td><u>Herb Stratum</u> (Plot size: <u>5'</u>)</td><td></td><td></td><td></td></tr><tr><td>1. <u>Poa pratensis</u></td><td align="center">60</td><td align="center">Yes</td><td align="center">FACU</td></tr><tr><td>2. <u>Trifolium repens</u></td><td align="center">40</td><td align="center">Yes</td><td align="center">FACU</td></tr><tr><td>3. <u>Taraxacum officinale</u></td><td align="center">5</td><td align="center">No</td><td align="center">FACU</td></tr><tr><td>4. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>5. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>6. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>7. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>8. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>9. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>10. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td colspan="4" style="text-align:right"><u>105</u> =Total Cover</td></tr><tr><td><u>Woody Vine Stratum</u> (Plot size: <u>30'</u>)</td><td></td><td></td><td></td></tr><tr><td>1. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td>2. <u> </u></td><td><u> </u></td><td><u> </u></td><td><u> </u></td></tr><tr><td colspan="4" style="text-align:right"><u> </u> =Total Cover</td></tr><tr><td colspan="4"><u>% Bare Ground in Herb Stratum</u> <u> </u></td></tr></table>	<u>Tree Stratum</u> (Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status	1. <u> </u>	<u> </u>	<u> </u>	<u> </u>	2. <u> </u>	<u> </u>	<u> </u>	<u> </u>	3. <u> </u>	<u> </u>	<u> </u>	<u> </u>	4. <u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u> =Total Cover				<u>Sapling/Shrub Stratum</u> (Plot size: <u>15'</u>)				1. <u> </u>	<u> </u>	<u> </u>	<u> </u>	2. <u> </u>	<u> </u>	<u> </u>	<u> </u>	3. <u> </u>	<u> </u>	<u> </u>	<u> </u>	4. <u> </u>	<u> </u>	<u> </u>	<u> </u>	5. <u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u> =Total Cover				<u>Herb Stratum</u> (Plot size: <u>5'</u>)				1. <u>Poa pratensis</u>	60	Yes	FACU	2. <u>Trifolium repens</u>	40	Yes	FACU	3. <u>Taraxacum officinale</u>	5	No	FACU	4. <u> </u>	<u> </u>	<u> </u>	<u> </u>	5. <u> </u>	<u> </u>	<u> </u>	<u> </u>	6. <u> </u>	<u> </u>	<u> </u>	<u> </u>	7. <u> </u>	<u> </u>	<u> </u>	<u> </u>	8. <u> </u>	<u> </u>	<u> </u>	<u> </u>	9. <u> </u>	<u> </u>	<u> </u>	<u> </u>	10. <u> </u>	<u> </u>	<u> </u>	<u> </u>	<u>105</u> =Total Cover				<u>Woody Vine Stratum</u> (Plot size: <u>30'</u>)				1. <u> </u>	<u> </u>	<u> </u>	<u> </u>	2. <u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u> =Total Cover				<u>% Bare Ground in Herb Stratum</u> <u> </u>				Dominance Test worksheet: Number of Dominant Species That Are OBL, FACW, or FAC: <u>0</u> (A) Total Number of Dominant Species Across All Strata: <u>2</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>0.0%</u> (A/B) Prevalence Index worksheet: <table border="1" style="width:100%"><tr><td>Total % Cover of:</td><td>Multiply by:</td></tr><tr><td>OBL species <u>0</u></td><td>x 1 = <u>0</u></td></tr><tr><td>FACW species <u>0</u></td><td>x 2 = <u>0</u></td></tr><tr><td>FAC species <u>0</u></td><td>x 3 = <u>0</u></td></tr><tr><td>FACU species <u>105</u></td><td>x 4 = <u>420</u></td></tr><tr><td>UPL species <u>0</u></td><td>x 5 = <u>0</u></td></tr><tr><td>Column Totals: <u>105</u> (A)</td><td><u>420</u> (B)</td></tr><tr><td colspan="2">Prevalence Index = B/A = <u>4.00</u></td></tr></table> Hydrophytic Vegetation Indicators: <u> </u> 1 - Rapid Test for Hydrophytic Vegetation <u> </u> 2 - Dominance Test is >50% <u> </u> 3 - Prevalence Index is ≤3.0¹ <u> </u> 4 - Morphological Adaptations¹ (Provide supporting data in Remarks or on a separate sheet) <u> </u> Problematic Hydrophytic Vegetation¹ (Explain) ¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic. Hydrophytic Vegetation Present? Yes <u> </u> No <u>X</u>	Total % Cover of:	Multiply by:	OBL species <u>0</u>	x 1 = <u>0</u>	FACW species <u>0</u>	x 2 = <u>0</u>	FAC species <u>0</u>	x 3 = <u>0</u>	FACU species <u>105</u>	x 4 = <u>420</u>	UPL species <u>0</u>	x 5 = <u>0</u>	Column Totals: <u>105</u> (A)	<u>420</u> (B)	Prevalence Index = B/A = <u>4.00</u>	
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☐ 5 cm Mucky Peat or Peat (S3) (LRR F)	(MLRA 72 & 73 of LRR H)	wetland hydrology must be present,
		unless disturbed or problematic.

Restrictive Layer (if observed): Type: _____ Depth (inches): _____	Hydric Soil Present? Yes ☒ No ☐
Remarks:	

HYDROLOGY

Wetland Hydrology Indicators:			
<u>Primary Indicators (minimum of one is required; check all that apply)</u>		<u>Secondary Indicators (minimum of two required)</u>	
☐ Surface Water (A1)	☐ Salt Crust (B11)	☐ Surface Soil Cracks (B6)	
☐ High Water Table (A2)	☐ Aquatic Invertebrates (B13)	☐ Sparsely Vegetated Concave Surface (B8)	
☐ Saturation (A3)	☐ Hydrogen Sulfide Odor (C1)	☐ Drainage Patterns (B10)	
☐ Water Marks (B1)	☐ Dry-Season Water Table (C2)	☐ Oxidized Rhizospheres on Living Roots (C3)	
☐ Sediment Deposits (B2)	☐ Oxidized Rhizospheres on Living Roots (C3)	(where tilled)	
☐ Drift Deposits (B3)	(where not tilled)	☐ Crayfish Burrows (C8)	
☐ Algal Mat or Crust (B4)	☐ Presence of Reduced Iron (C4)	☐ Saturation Visible on Aerial Imagery (C9)	
☐ Iron Deposits (B5)	☐ Thin Muck Surface (C7)	☐ Geomorphic Position (D2)	
☐ Inundation Visible on Aerial Imagery (B7)	☐ Other (Explain in Remarks)	☐ FAC-Neutral Test (D5)	
☐ Water-Stained Leaves (B9)		☐ Frost-Heave Hummocks (D7) (LRR F)	

Field Observations: Surface Water Present? Yes ☐ No ☒ Depth (inches): _____ Water Table Present? Yes ☐ No ☒ Depth (inches): _____ Saturation Present? Yes ☐ No ☒ Depth (inches): _____ (includes capillary fringe)	Wetland Hydrology Present? Yes ☐ No ☒
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:	
Remarks:	

U.S. Army Corps of Engineers
WETLAND DETERMINATION DATA SHEET – Great Plains Region
See ERDC/EL TR-10-1; the proponent agency is CECW-CO-R

OMB Control #: 0710-0024, Exp: 11/30/2024
Requirement Control Symbol EXEMPT:
(Authority: AR 335-15, paragraph 5-2a)

Project/Site: Challenger Elementary School City/County: Thief River Falls/Pennington Sampling Date: 08/01/2024
Applicant/Owner: Thief River Falls Schools, ISD #564 State: MN Sampling Point: SP-3B
Investigator(s): Joey Goeden Section, Township, Range: 3, 153N, 43W
Landform (hillside, terrace, etc.): swale Local relief (concave, convex, none): concave Slope (%): 2-3
Subregion (LRR): LRR F Lat: N/A Long: N/A Datum: NAD 83
Soil Map Unit Name: Urban land-endoaquents complex 0-3 percent slopes NWI classification: upland

Are climatic / hydrologic conditions on the site typical for this time of year? Yes No X (If no, explain in Remarks.)
Are Vegetation X, Soil X, or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No
Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes <u> </u> No <u> </u>	Is the Sampled Area within a Wetland? Yes <u>X</u> No <u> </u>
Hydric Soil Present? Yes <u>X</u> No <u> </u>	
Wetland Hydrology Present? Yes <u>X</u> No <u> </u>	
Remarks: Climatic conditions are wet for this time of year. Vegetation is disturbed due to mowing, soil is disturbed due to previous swale construction. Unable to identify vegetation, so the soil and hydrology were investigated to determine if this area is wetland.	

VEGETATION – Use scientific names of plants.

Tree Stratum	(Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status
1.				
2.				
3.				
4.				
		=Total Cover		
Sapling/Shrub Stratum	(Plot size: <u>15'</u>)			
1.				
2.				
3.				
4.				
5.				
		=Total Cover		
Herb Stratum	(Plot size: <u>5'</u>)			
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
		=Total Cover		
Woody Vine Stratum	(Plot size: <u>30'</u>)			
1.				
2.				
		=Total Cover		
% Bare Ground in Herb Stratum <u> </u>				

Dominance Test worksheet:
Number of Dominant Species That Are OBL, FACW, or FAC: (A)
Total Number of Dominant Species Across All Strata: (B)
Percent of Dominant Species That Are OBL, FACW, or FAC: (A/B)

Prevalence Index worksheet:

Total % Cover of:	Multiply by:
OBL species <u> </u>	x 1 = <u> </u>
FACW species <u> </u>	x 2 = <u> </u>
FAC species <u> </u>	x 3 = <u> </u>
FACU species <u> </u>	x 4 = <u> </u>
UPL species <u> </u>	x 5 = <u> </u>
Column Totals: <u> </u> (A)	<u> </u> (B)
Prevalence Index = B/A = <u> </u>	

Hydrophytic Vegetation Indicators:
 1 - Rapid Test for Hydrophytic Vegetation
 2 - Dominance Test is >50%
 3 - Prevalence Index is $\leq 3.0^1$
 4 - Morphological Adaptations¹ (Provide supporting data in Remarks or on a separate sheet)
 Problematic Hydrophytic Vegetation¹ (Explain)
¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Hydrophytic Vegetation Present? Yes No

Remarks:
Vegetation is mowed too short to identify. Vegetation is believed to be a mix of grasses, sedges and rushes.

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-5	10YR 2/1	100					Loamy/Clayey	
5-11	10YR 5/1	90	10YR 5/6	10	C	M	Sandy	Prominent redox concentrations
11-24	10YR 5/1	80	10YR 5/6	20	C	M	Loamy/Clayey	Prominent redox concentrations

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains. ²Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)		Indicators for Problematic Hydric Soils ³ :
☐ Histosol (A1)	☐ Sandy Gleyed Matrix (S4)	☐ 1 cm Muck (A9) (LRR I, J)
☐ Histic Epipedon (A2)	☒ Sandy Redox (S5)	☐ Coast Prairie Redox (A16) (LRR F, G, H)
☐ Black Histic (A3)	☐ Stripped Matrix (S6)	☐ Dark Surface (S7) (LRR G)
☐ Hydrogen Sulfide (A4)	☐ Loamy Mucky Mineral (F1)	☐ High Plains Depressions (F16)
☐ Stratified Layers (A5) (LRR F)	☐ Loamy Gleyed Matrix (F2)	☐ (LRR H outside of MLRA 72 & 73)
☐ 1 cm Muck (A9) (LRR F, G, H)	☐ Depleted Matrix (F3)	☐ Reduced Vertic (F18)
☒ Depleted Below Dark Surface (A11)	☐ Redox Dark Surface (F6)	☐ Red Parent Material (F21)
☐ Thick Dark Surface (A12)	☐ Depleted Dark Surface (F7)	☐ Very Shallow Dark Surface (F22)
☐ Sandy Mucky Mineral (S1)	☐ Redox Depressions (F8)	☐ Other (Explain in Remarks)
☐ 2.5 cm Mucky Peat or Peat (S2) (LRR G, H)	☐ High Plains Depressions (F16)	³ Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.
☐ 5 cm Mucky Peat or Peat (S3) (LRR F)	☐ (MLRA 72 & 73 of LRR H)	

Restrictive Layer (if observed): Type: _____ Depth (inches): _____	Hydric Soil Present? Yes ☒ No ☐
Remarks:	

HYDROLOGY

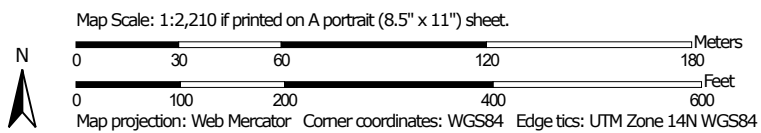
Wetland Hydrology Indicators:			
<u>Primary Indicators (minimum of one is required; check all that apply)</u>		<u>Secondary Indicators (minimum of two required)</u>	
☐ Surface Water (A1)	☐ Salt Crust (B11)	☐ Surface Soil Cracks (B6)	
☐ High Water Table (A2)	☐ Aquatic Invertebrates (B13)	☐ Sparsely Vegetated Concave Surface (B8)	
☐ Saturation (A3)	☐ Hydrogen Sulfide Odor (C1)	☐ Drainage Patterns (B10)	
☐ Water Marks (B1)	☐ Dry-Season Water Table (C2)	☐ Oxidized Rhizospheres on Living Roots (C3)	
☐ Sediment Deposits (B2)	☐ Oxidized Rhizospheres on Living Roots (C3)	☐ (where tilled)	
☐ Drift Deposits (B3)	☐ (where not tilled)	☐ Crayfish Burrows (C8)	
☐ Algal Mat or Crust (B4)	☐ Presence of Reduced Iron (C4)	☐ Saturation Visible on Aerial Imagery (C9)	
☐ Iron Deposits (B5)	☐ Thin Muck Surface (C7)	☒ Geomorphic Position (D2)	
☐ Inundation Visible on Aerial Imagery (B7)	☐ Other (Explain in Remarks)	☐ FAC-Neutral Test (D5)	
☒ Water-Stained Leaves (B9)		☐ Frost-Heave Hummocks (D7) (LRR F)	

Field Observations: Surface Water Present? Yes ☐ No ☒ Depth (inches): _____ Water Table Present? Yes ☐ No ☒ Depth (inches): _____ Saturation Present? Yes ☐ No ☒ Depth (inches): _____ (includes capillary fringe)	Wetland Hydrology Present? Yes ☒ No ☐
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:	
Remarks: There are water-stained leaves at this sample point.	

APPENDIX B

Soils

Hydric Rating by Map Unit—Pennington County, Minnesota (ProjectArea)



**Natural Resources
Conservation Service**

Web Soil Survey
National Cooperative Soil Survey

8/14/2024
Page 1 of 5

MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

Soil Rating Polygons

-  Hydric (100%)
-  Hydric (66 to 99%)
-  Hydric (33 to 65%)
-  Hydric (1 to 32%)
-  Not Hydric (0%)
-  Not rated or not available

Soil Rating Lines

-  Hydric (100%)
-  Hydric (66 to 99%)
-  Hydric (33 to 65%)
-  Hydric (1 to 32%)
-  Not Hydric (0%)
-  Not rated or not available

Soil Rating Points

-  Hydric (100%)
-  Hydric (66 to 99%)
-  Hydric (33 to 65%)
-  Hydric (1 to 32%)
-  Not Hydric (0%)
-  Not rated or not available

Water Features

 Streams and Canals

Transportation

-  Rails
-  Interstate Highways
-  US Routes
-  Major Roads
-  Local Roads

Background

-  Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:12,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Pennington County, Minnesota
Survey Area Data: Version 19, Sep 10, 2023

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jun 5, 2021—Jul 2, 2021

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Hydric Rating by Map Unit

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
I9A	Clearwater clay, 0 to 1 percent slopes	95	6.0	48.5%
I13A	Espelie fine sandy loam, clayey till substratum, 0 to 1 percent slopes	93	2.7	21.6%
I74A	Urban land-Endoaquents complex, 0 to 3 percent slopes	0	3.7	29.8%
Totals for Area of Interest			12.4	100.0%

Description

This rating indicates the percentage of map units that meets the criteria for hydric soils. Map units are composed of one or more map unit components or soil types, each of which is rated as hydric soil or not hydric. Map units that are made up dominantly of hydric soils may have small areas of minor nonhydric components in the higher positions on the landform, and map units that are made up dominantly of nonhydric soils may have small areas of minor hydric components in the lower positions on the landform. Each map unit is rated based on its respective components and the percentage of each component within the map unit.

The thematic map is color coded based on the composition of hydric components. The five color classes are separated as 100 percent hydric components, 66 to 99 percent hydric components, 33 to 65 percent hydric components, 1 to 32 percent hydric components, and less than one percent hydric components.

In Web Soil Survey, the Summary by Map Unit table that is displayed below the map pane contains a column named 'Rating'. In this column the percentage of each map unit that is classified as hydric is displayed.

Hydric soils are defined by the National Technical Committee for Hydric Soils (NTCHS) as soils that formed under conditions of saturation, flooding, or ponding long enough during the growing season to develop anaerobic conditions in the upper part (Federal Register, 1994). Under natural conditions, these soils are either saturated or inundated long enough during the growing season to support the growth and reproduction of hydrophytic vegetation.

The NTCHS definition identifies general soil properties that are associated with wetness. In order to determine whether a specific soil is a hydric soil or nonhydric soil, however, more specific information, such as information about the depth and duration of the water table, is needed. Thus, criteria that identify those estimated soil properties unique to hydric soils have been established (Federal Register, 2002). These criteria are used to identify map unit components that normally are associated with wetlands. The criteria used are selected estimated soil properties that are described in "Soil Taxonomy" (Soil Survey Staff, 1999) and "Keys to Soil Taxonomy" (Soil Survey Staff, 2006) and in the "Soil Survey Manual" (Soil Survey Division Staff, 1993).

If soils are wet enough for a long enough period of time to be considered hydric, they should exhibit certain properties that can be easily observed in the field. These visible properties are indicators of hydric soils. The indicators used to make onsite determinations of hydric soils are specified in "Field Indicators of Hydric Soils in the United States" (Hurt and Vasilas, 2006).

References:

Federal Register. July 13, 1994. Changes in hydric soils of the United States.

Federal Register. September 18, 2002. Hydric soils of the United States.

Hurt, G.W., and L.M. Vasilas, editors. Version 6.0, 2006. Field indicators of hydric soils in the United States.

Soil Survey Division Staff. 1993. Soil survey manual. Soil Conservation Service. U.S. Department of Agriculture Handbook 18.

Soil Survey Staff. 1999. Soil taxonomy: A basic system of soil classification for making and interpreting soil surveys. 2nd edition. Natural Resources Conservation Service. U.S. Department of Agriculture Handbook 436.

Soil Survey Staff. 2006. Keys to soil taxonomy. 10th edition. U.S. Department of Agriculture, Natural Resources Conservation Service.

Rating Options

Aggregation Method: Percent Present

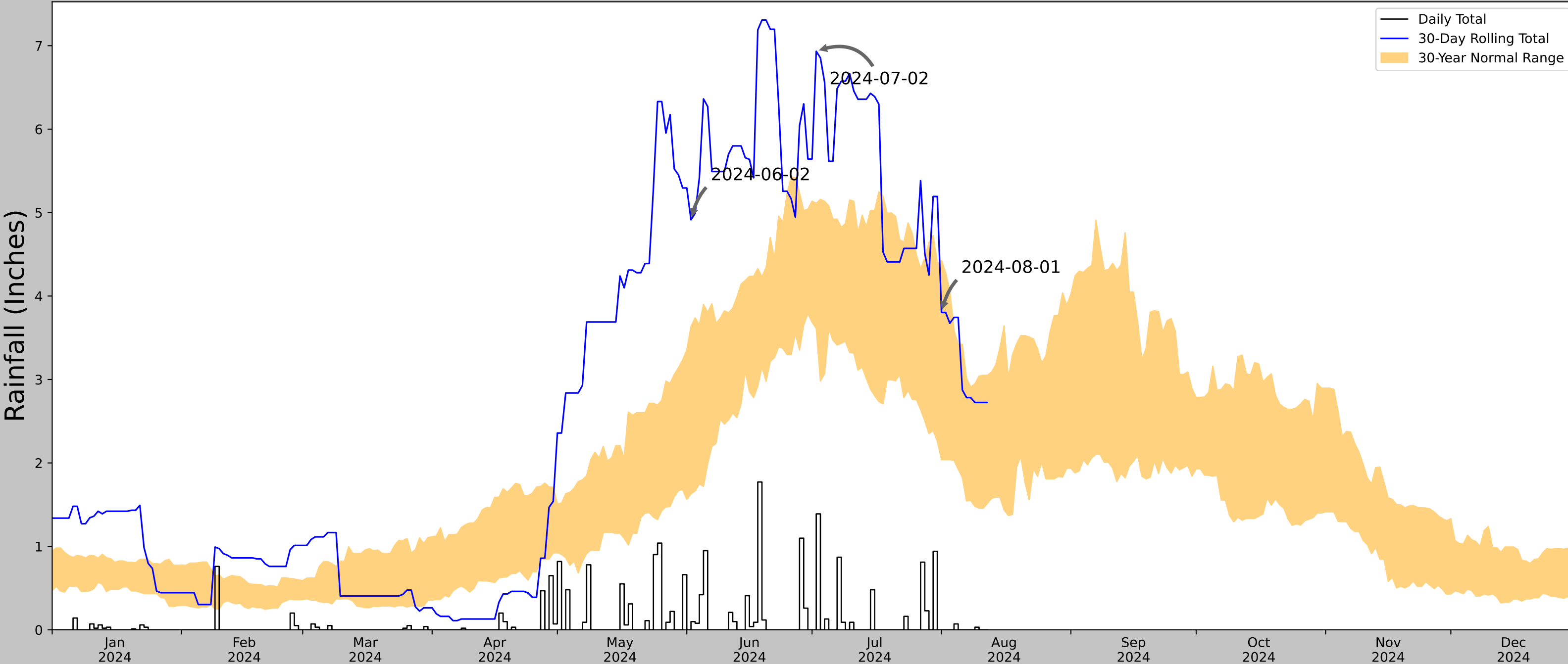
Component Percent Cutoff: None Specified

Tie-break Rule: Lower

APPENDIX C

Precipitation Data

Antecedent Precipitation vs Normal Range based on NOAA's Daily Global Historical Climatology Network



Coordinates	48.094948, -96.169908
Observation Date	2024-08-01
Elevation (ft)	1126.134
Drought Index (PDSI)	Incipient drought (2024-07)
WebWIMP H ₂ O Balance	Dry Season

30 Days Ending	30 th %ile (in)	70 th %ile (in)	Observed (in)	Wetness Condition	Condition Value	Month Weight	Product
2024-08-01	2.038583	4.424803	3.80315	Normal	2	3	6
2024-07-02	3.612205	5.109449	6.933071	Wet	3	2	6
2024-06-02	1.62874	3.633071	4.913386	Wet	3	1	3
Result							Wetter than Normal - 15

Weather Station Name	Coordinates	Elevation (ft)	Distance (mi)	Elevation Δ	Weighted Δ	Days Normal	Days Antecedent
RED LAKE FALLS	47.8794, -96.2844	1038.058	15.806	88.076	8.505	10943	85
CROOKSTON 9.9 E	47.7568, -96.3955	1019.029	9.916	19.029	4.651	4	0
CROOKSTON 8.8 E	47.7711, -96.4177	973.097	9.707	64.961	4.999	0	1
THIEF RIVER FALLS	48.0667, -96.1833	1115.158	13.76	77.1	7.253	0	1
THIEF RIVER FALLS 0.3 NW	48.1169, -96.1799	1127.953	17.106	89.895	9.235	121	3
THIEF RIVER FALLS 0.6 NW	48.1179, -96.1851	1130.906	17.106	92.848	9.286	2	0
MENTOR 2.5 SSW	47.6663, -96.1733	1184.055	15.601	145.997	9.298	7	0
CROOKSTON 1.0 NE	47.786, -96.5922	889.108	15.667	148.95	9.384	39	0
CROOKSTON NW EXP STN	47.8186, -96.6139	891.076	15.845	146.982	9.459	206	0
GOODRIDGE 12 NNW	48.3056, -95.8744	1149.934	35.002	111.876	19.667	30	0



Figures and tables made by the
Antecedent Precipitation Tool
Version 2.0

Developed by:
U.S. Army Corps of Engineers and
U.S. Army Engineer Research and
Development Center



APPENDIX D

Site Photographs



Photo 1: SP-1A facing west.



Photo 2: SP-1B facing east.

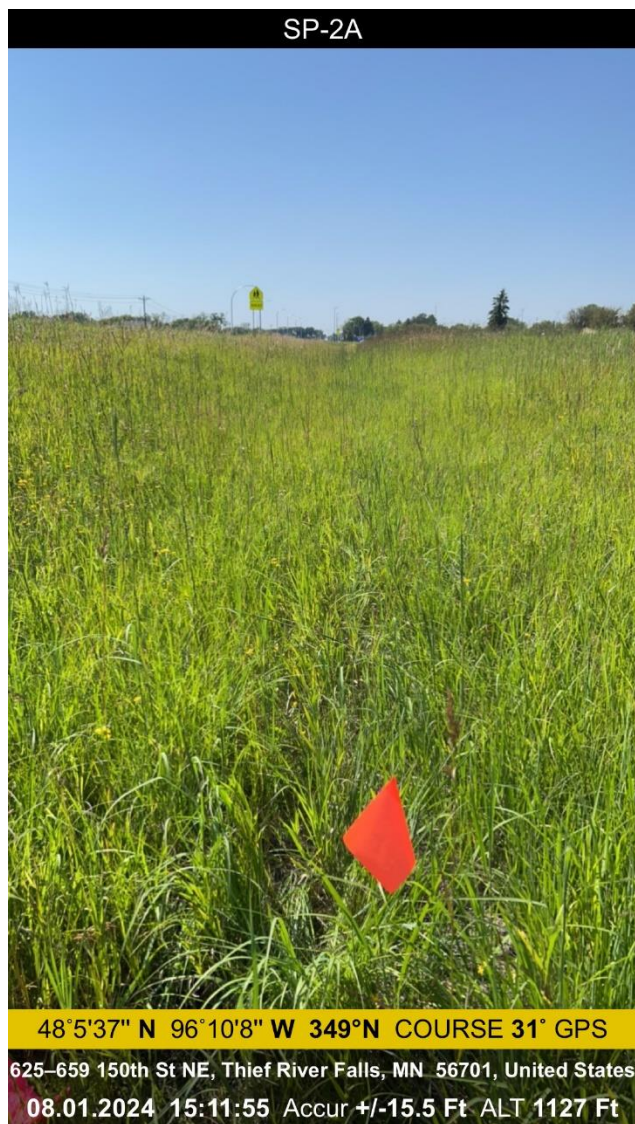


Photo 3: SP-2A facing west.



Photo 4: SP-2B facing east.



Photo 5: Northwest side of Wetland 1 facing northeast.



Photo 6: Wetland 2 facing west.



Photo 7: Native Prairie Restoration Project sign located west of the Project Area facing east.



Photo 8: South side of the Project Area facing northwest towards the native prairie restoration.

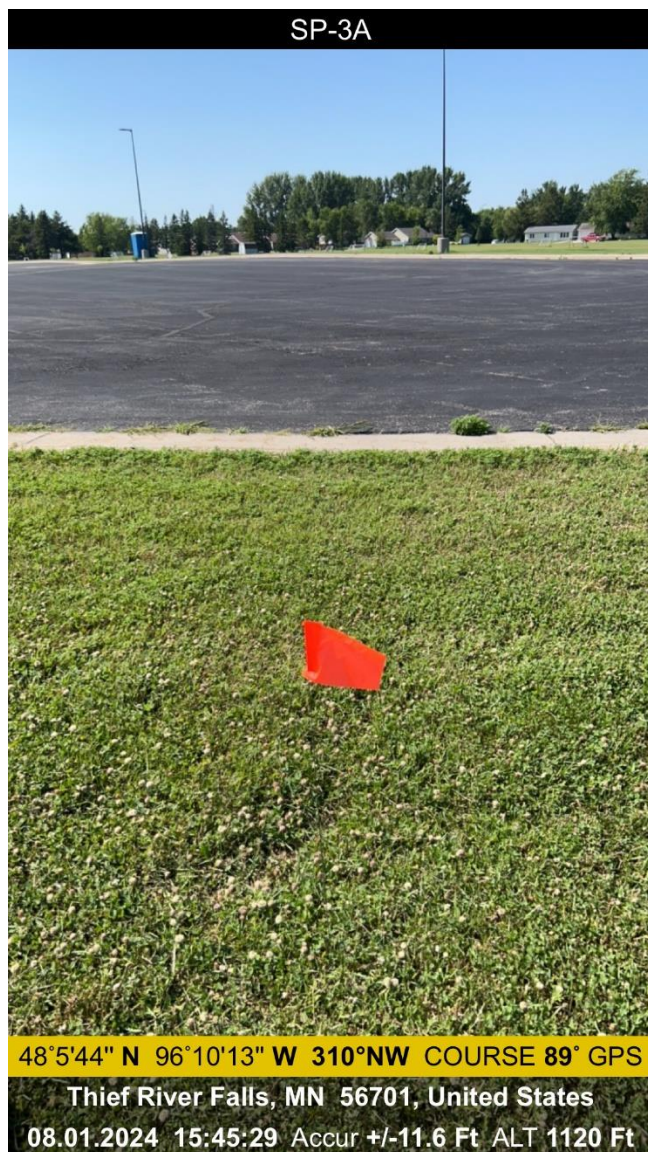


Photo 9: SP-3A facing northwest.



Photo 10: SP-3B facing north.



Photo 11: Near SP-3B facing southwest towards Wetland 3.



Photo 12: Near SP-3B facing north towards Wetland 3.

PART ONE: Applicant Information

If applicant is an entity (company, government entity, partnership, etc.), an authorized contact person must be identified. If the applicant is using an agent (consultant, lawyer, or other third party) and has authorized them to act on their behalf, the agent's contact information must also be provided.

Applicant/Landowner Name: Thief River Falls Schools, ISD #564

Mailing Address: 230 LaBree Avenue South, Thief River Falls, MN 56701

Phone:

E-mail Address:

Authorized Contact (do not complete if same as above): Jason Hruby

Mailing Address: 230 LaBree Avenue South, Thief River Falls, MN 56701

Phone: 218-681-8711 Ext 5250

E-mail Address: Jason.Hruby@myprowler.org

Agent Name: Widseth (Joey Goeden)

Mailing Address: 610 Fillmore Street, Alexandria, MN 56308

Phone: 320-335-5017

E-mail Address: Joey.Goeden@widseth.com

PART TWO: Site Location Information

County: Pennington

City/Township: Thief River Falls/153N

Parcel ID and/or Address: PID: 2506700230

Legal Description (Section, Township, Range): 3, 153N, 43W

Lat/Long (decimal degrees): 48.094948/-96.169908

Attach a map showing the location of the site in relation to local streets, roads, highways.

Approximate size of site (acres) or if a linear project, length (feet): 12 acres

If you know that your proposal will require an individual Permit from the U.S. Army Corps of Engineers, you must provide the names and addresses of all property owners adjacent to the project site. This information may be provided by attaching a list to your application or by using block 25 of the Application for Department of the Army permit which can be obtained at:

http://www.mvp.usace.army.mil/Portals/57/docs/regulatory/RegulatoryDocs/engform_4345_2012oct.pdf

PART FIVE: Applicant Signature

☐ Check here if you are requesting a pre-application consultation with the Corps and LGU based on the information you have provided. Regulatory entities will not initiate a formal application review if this box is checked.

By signature below, I attest that the information in this application is complete and accurate. I further attest that I possess the authority to undertake the work described herein.

Signature: Jason H. H. H. Date: 8-19-2024

I hereby authorize Widseth to act on my behalf as my agent in the processing of this application and to furnish, upon request, supplemental information in support of this application.

Attachment A

Request for Delineation Review, Wetland Type Determination, or Jurisdictional Determination

By submission of the enclosed wetland delineation report, I am requesting that the U.S. Army Corps of Engineers, St. Paul District (Corps) and/or the Wetland Conservation Act Local Government Unit (LGU) provide me with the following (check all that apply):

☒ **Wetland Type Confirmation**

☒ **Delineation Concurrence.** Concurrence with a delineation is a written notification from the Corps and a decision from the LGU concurring, not concurring, or commenting on the boundaries of the aquatic resources delineated on the property. Delineation concurrences are generally valid for five years unless site conditions change. Under this request alone, the Corps will not address the jurisdictional status of the aquatic resources on the property, only the boundaries of the resources within the review area (including wetlands, tributaries, lakes, etc.).

☐ **Preliminary Jurisdictional Determination.** A preliminary jurisdictional determination (PJD) is a non-binding written indication from the Corps that waters, including wetlands, identified on a parcel may be waters of the United States. For purposes of computation of impacts and compensatory mitigation requirements, a permit decision made on the basis of a PJD will treat all waters and wetlands in the review area as if they are jurisdictional waters of the U.S. PJDs are advisory in nature and may not be appealed.

☐ **Approved Jurisdictional Determination.** An approved jurisdictional determination (AJD) is an official Corps determination that jurisdictional waters of the United States are either present or absent on the property. AJDs can generally be relied upon by the affected party for five years. An AJD may be appealed through the Corps administrative appeal process.

In order for the Corps and LGU to process your request, the wetland delineation must be prepared in accordance with the 1987 Corps of Engineers Wetland Delineation Manual, any approved Regional Supplements to the 1987 Manual, and the *Guidelines for Submitting Wetland Delineations in Minnesota* (2013).

<http://www.mvp.usace.army.mil/Missions/Regulatory/DelineationJDGuidance.aspx>

Minnesota Wetland Conservation Act Notice of Decision

Local Government Unit: Pennington SWCD	County: Pennington
Applicant Name: Thief River Falls Schools, ISD #564	Applicant Representative: Widseth – Joey Goeden
Project Name: Challenger Elementary School	LGU Project No. (if any): 24-02
Date Complete Application Received by LGU: 8/19/2024	
Date of LGU Decision: 10/1/2024	
Date this Notice was Sent: 10/2/2024	

WCA Decision Type - check all that apply

☒ Wetland Boundary/Type ☐ Sequencing ☐ Replacement Plan ☐ Bank Plan (not credit purchase)	
☐ No-Loss (8420.0415) ☐ Exemption (8420.0420)	
Part: ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ G ☐ H	Subpart: ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Wetland Impact Area:	
Wetland Replacement Type: ☐ Project Specific Credits:	
☐ Bank Credits:	
Bank Account Number(s):	

Technical Evaluation Panel Findings and Recommendations (attach if any)

☒ Approve ☐ Approve w/Conditions ☐ Deny ☐ No TEP Recommendation
--

LGU Decision

☐ Approved with Conditions (specify below) ¹ ☒ Approved ¹ ☐ Denied		
List Conditions:		
Decision-Maker for this Application: ☐ Staff ☒ Governing Board/Council ☐ Other:		
Decision is valid for: ☒ 5 years (default) ☐ Other (specify):		

¹ *Wetland Replacement Plan approval is not valid until BWSR confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.*

LGU Findings – Attach document(s) and/or insert narrative providing the basis for the LGU decision¹.

☒ Attachment(s) (specify): Request for Council Action
☐ Summary:

¹ Findings must consider any TEP recommendations.

Attached Project Documents

☐ Site Location Map ☒ Project Plan(s)/Descriptions/Reports (specify): Challenger Elementary School
Wetland Report

Appeals of LGU Decisions

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator
Minnesota Board of Water & Soils Resources
520 Lafayette Road North
St. Paul, MN 55155
travis.germundson@state.mn.us

Does the LGU have a local appeal process applicable to this decision?

☐ Yes¹ ☒ No

¹If yes, all appeals must first be considered via the local appeals process.

Local Appeals Submittal Requirements (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

Notice Distribution (include name)

Required on all notices:

☒ SWCD TEP Member: Larissa Fitzgerald	☒ BWSR TEP Member: Lynda Ponting
☒ LGU TEP Member (if different than LGU contact): Travis Giffin	
☒ DNR Representative: Stephanie Klamm	
☒ Watershed District or Watershed Mgmt. Org.: RLWD/Tammy Audette	
☒ Applicant: Thief River Falls Schools, ISD #564 – Jason Hruby	
☒ Agent/Consultant: Widseth – Joey Goeden	

Optional or As Applicable:

☒ Corps of Engineers: Peyton Hamm	
☐ BWSR Wetland Mitigation Coordinator (required for bank plan applications only):	
☐ Members of the Public (notice only):	☐ Other:

Signature:	Date:
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This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.



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: 10/1/2024

SUBJECT: Approve the opening of Public Works Foreman position

RECOMMENDATION: It is respectfully requested that the City Council approve the following recommendation:

MOTION TO: Authorize the opening of the Public Works Foreman position. The position will be open to the Teamsters #320 union employees for 10 days, as per union and if not filled through this process, the Public Works Foreman position will be opened to the public.

BACKGROUND: With the retirement of Michael Olson, Public Works Foreman, effective August 30, 2024, a Public Works Foreman will need to be hired to continue efficient operations of the Public Works Department.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is a 2024 budgeted position.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

None



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Request for Council Action

DATE: 10/1/2024

SUBJECT: Approve the Job Description and Grading of the Lead Public Works Maintenance Worker position and to open the position.

RECOMMENDATION: It is respectfully requested that the City Council approve the following recommendation:

MOTION TO: Approve the Job Description and Grading of the newly created position of Lead Public Works Maintenance Worker position. It will be graded at a 5. Also, Authorize the opening of the Lead Public Works Maintenance Worker position. The position will be open to the Teamsters #320 union employees for 10 days.

BACKGROUND: It has been determined that the position is needed for a better flow for the department.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is a 2024 budgeted position

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

1.	Lead Public Works Maintenance Worker
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Classification: Lead Public Works Maintenance
Reports to: Public Works Foreman/Public Works Director
Supervises: Non-Supervisory, but provides work direction

Department: Public Works
Location: Public Works Building
FLSA Classification: Non-Exempt

Position Summary

Performs a variety of skilled maintenance work and operates light and heavy equipment in the construction, operation, repair, maintenance, and replacement of City streets, rights of way, recreational facilities, sidewalks, trails, parks, and other related buildings, grounds, mechanical equipment, machinery and storm sewer facilities and systems. This position is responsible for providing overall daily direction, delegation and coordinator of associated functions and tasks within the Public Works Department. This position carries out lead duties directly related to assigned tasks and work orders in accordance with policies, procedures, and applicable laws of the City.

Essential Duties and Responsibilities

Operational

- Coordinates and performs activities related to street and facility maintenance. Responsible for the overall quality of maintenance service.
- Performs crack sealing and minor blacktop patching on streets and parking lots using light and heavy equipment.
- Performs street marking including painting of parking lots, curbs, arrows, handicap parking, etc.
- Installs and maintains street signs.
- Maintains grounds at all parks, recreational facilities and playground equipment.
- Operates, maintains, and repairs small engines, engine components, heavy equipment and vehicles to ensure effective and safe operations.
- Performs labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole, line cleaning, main and pipe repair, laying and backfilling.
- Assists in maintenance and repair of storm sewer system including thawing of culverts and piping utilizing a high-pressure steam boiler.
- Participates in street, alley, and parking lot snow and ice removal and sanding operations.
- Picks up refuse from residential and municipal locations; deposits refuse into collection vehicle and operates hydraulic compaction mechanism.
- Collects leaves, brush and yard waste; operates trailered leaf vacuum and collection trucks.
- Ensures the proper maintenance of equipment and tools by cleaning, lubricating and checking equipment and tools after use. Inspects and refers defects or needed repairs to supervisor and mechanic.
- Performs general maintenance and cleaning of work area to ensure safe work environment.
- Operates light and heavy equipment, including snow and ice control.

Administrative

- Performs truck and/or equipment inspection.

Other duties as assigned or apparent

- Provides work direction to part-time and seasonal workers.
- Coordinates workflow with the Cemetery Technician.
- Coordinates workflow with the Forester.
- Attends meetings, classes and seminars.

Qualifications

Education: High School Diploma or equivalent.

Requirements:

- Five year's work experience relating to operating heavy equipment, construction, maintenance or repair; or equivalent combination of education/training/experience.
- Valid Minnesota Class B Driver's License or higher and CDL certification with air brakes.
- Significant knowledge and understanding of the pertinent state and local codes and licensing requirements applicable to the City of Thief River Falls public works.
- Significant knowledge of general equipment maintenance and repair techniques.
- Significant knowledge of the practices, procedures, equipment and materials used in Public Works maintenance and construction work, including snow plowing.
- Significant knowledge of safe operation, maintenance, servicing and repair of various vehicles and the ability to operate equipment in a skillful manner.
- Significant knowledge of the organization and functions of City government.
- General ability to make decisions regarding purchasing supplies and equipment.
- General mechanical ability to operate telephone, computer, software programs pertaining to public works, calculator and copy machine.
- Ability to exercise resourcefulness in solving new problems related to Public Works and the City sewer and water infrastructure.
- Ability to read infrastructure maps and engineering record drawings for locating and marking underground utility mains and laterals.
- Ability to understand and follow oral and written instructions.
- Ability to communicate effectively, both orally and in writing, including making formal presentations and writing reports when necessary.
- Working knowledge of tools, equipment, methods, operation and materials used in building and grounds maintenance, construction and repair activities.
- Skill in operation of light and heavy equipment used in the course of duties.
- Ability to read and interpret technical manuals and to determine solutions to a variety of operational and maintenance problems.
- Ability to follow oral and written instructions and to work independently with minimal direction.
- Ability to work weekends and holidays to respond to emergencies during un-scheduled time.
- Ability to perform heavy manual tasks for extended periods of time.
- Ability to effectively communicate orally and in writing.
- Ability to establish and maintain cooperative working relationships with those contacted during work.
- Ability to perform standard procedures and tasks where basic analytical ability is required.
- Ability to work under limited supervision with general autonomy in determining how objectives are achieved.

Physical Demands and Working Conditions

- The employee frequently is required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl.
- The employee must lift or move up to 50 pounds.
- Specific vision abilities required by this position include close, distance, color, peripheral and depth vision.
- Work is performed in public works infrastructure, vehicles and outdoor environments. Exposure to hot, cold, wet or weather extremes is required. May work at heights and in confined spaces. Exposure to hazardous waste, chemicals and dead, injured or dangerous animals.
- Subject to call-out during unscheduled time.

Equipment Utilized

- Refuse collection vehicle, snowplows, tool cat, skid steer, front end loader, dump trucks, grader, backhoe, bi-directional tractor, tandem axel truck, lawn mower, weed trimmer, snow blowers, street sweeper, woodchipper, forklift, asphalt roller/ trailer and other vehicles, hand and power equipment used in the course of duties.

The City of Thief River Falls is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodation to qualified individuals and encourages both prospective and current employees to discuss potential accommodations with the employer.