THIEF RIVER FALLS CITY COUNCIL
AGENDA
Tuesday, October 15, 2024

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

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

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

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

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

7. **CONSENT AGENDA -** ***These items are considered routine in nature and are approved with one motion without discussion/debate. The Mayor will ask if any Council member wishes to remove an item and place it on the regular agenda for discussion and consideration. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.***
   - 7.1. Approval of October 1, 2024 Council Proceedings (2-29)
   - 7.2. City of Thief River Falls Bills and Disbursements (30-56)

8. **NEW BUSINESS**
   - 8.1. Approve the Internal Transfer of Nick Olson to Cemetery Technician (57)
   - 8.2. Approve the Employment of Marea Gryskiewicz as GIS Mapping Technician (58)
   - 8.3. Approve Task Order 17 for the plans and specifications and bid process for the replacement of the CO2 tank at the Water Treatment Plant (59-65)
   - 8.4. Replacement of Depot Front Doors (66-67)
   - 8.5. Approve a Commercial Energy Renovation Loan to the Legends Building (68)
   - 8.6. Interim Use Permit Request – Lisa Robson Properties, LLC (69-75)
   - 8.7. Second Reading Amendment to City Code Chapter 152.02 Buildings Permits

Required (76-77)

8.8. Approval to amend City Code Chapter 152.02 Building permits required (78-79)

8.9. Approval of Internal Transfer of Ben Tureson to Investigator and Brady Meunier to Patrol Officer (80)

8.10. Approval for the City of Thief River Falls to purchase a new server and software upgrade (81)

8.11. Approve Utility Connection Permit Replacement Costs (82)

8.12. Approve One-Year Storm Water Utility Rate Increase (for 2025 calendar year) (83-84)

8.13. Approve 6th street land conveyance, C.S.5701(01=033) 001 parcel 1, Pennington County (85-90)

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 Meeting - **November 5th at 4:30 p.m**. **NOTE TIME CHANGE**

10.2. Public Utilities Committee - November 7th at 7:00 a.m.

10.3. Public Safety/Liquor Committee - November 7th at 4:30 p.m.

10.4. Administrative Services Committee - November 12th at 4:30 p.m. Room 201 City Hall

10.5. Public Works Committee - November 6th at 4:30 p.m.

10.6. City Council Meeting - November 19th at 5:30 p.m.

11. INFORMATIONAL ITEMS

11.1. September 2024 Investment Summary (91-92)

11.2. Reminder: November 5th is election night and Council Meeting will end by 6pm.

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.

COUNCIL MINUTES
Tuesday, October 1, 2024

CALL TO ORDER
This meeting is officially called to order at 5:30 PM on October 1, 2024. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALLEGIANCE

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

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

Marty Seifert - Flaherty & Hood Presentation October 1, 2024 at 5:30 pm (handout)

Marty Seifert addressed the Council via zoom; Thanked Mayor Holmer as past-President for all his work and help at the Capital and noted the budget was passed but not the bonding bill.

Proclamation Honoring presenting life-saving certificates for Jeff Mumm to Shannon Boen, Nick and Brevyn Beito, Officer Arlt, Sgt. Lindgren and Deputy Miller.

On September 12, 2024, Officer Arlt, Sgt. Lindgren and Deputy Miller responded to a medical call where it was reported that a male subject was not breathing and turning blue. Officer Arlt and Lindgren arrived at the scene to find a man lying on his back in the yard next to a fence near a lawnmower. Life-saving measures were being administered by Shannon Boen and Nick Beito. Officer Arlt relieved Boen and continued to perform chest Compressions; Sgt. Lindgren retrieved the AED. Officers applied the pads to the chest of the patient and administered a shock. Compressions continued to be delivered until Sanford EMS Crew arrived. Deputy Miller arrived at approximately the same time as the EMS and assisted in issuing Compressions until the LUCAS chest compressions system was applied.

Officers/Deputy continued to assist the Sanford medical crew until the patient was transferred to Sanford Medical Center. The quick response and ability to act by all involved helped save the life of the patient.

The City of Thief River Falls recognizes and thanks Officer Arlt, Sgt. Lindgren, Deputy Miller, Shannon Boen and Nick Beito for their courageous life-saving efforts to save Jeff Mumm.

APPROVE AGENDA

Councilmember Steve Narverud motioned, being seconded by Councilmember Mike Lorenson, to approve the agenda.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 10.214.24 : Approval of September 17, 2024 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced Resolution No. 10.214.24, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve the September 17, 2024 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 10.215.24: City of Thief River Falls Bills and Disbursements and Council Per Diems

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced RESOLUTION 10.215.24, 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 $3,233,797.91. 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. 10.216.24: Resolution Authorizing Issuance, Awarding Sale, Prescribing the Form and Details and Providing For The Payment of $5,580,000.00 General Obligation Bonds, series 2024A

Following discussion, Councilmember Jason Aarestad introduced Resolution 10.216.24, being seconded by Councilmember Scott Pream, that:

CERTIFICATION OF MINUTES RELATING TO
$5,870,000 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 $5,870,000 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 five (5) proposals for the purchase of $5,870,000 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

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 $5,870,000 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 ($1,475,000) 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 ($1,345,000) 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 ($3,050,000) 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 Robert W. Baird & Co., Incorporated in Milwaukee, Wisconsin (the "Purchaser"), and associates, to purchase the Bonds in the principal amount of $5,870,000, at a price of $6,271,309.07 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:

Year	Amount	Rate	Year	Amount	Rate
2026	$195,000	5.000%	2037	$440,000	4.000%
2027	280,000	5.000	2038	290,000	4.000
2028	290,000	5.000	2039	305,000	4.000
2029	305,000	5.000	2040	315,000	4.000
2030	315,000	5.000	2041	205,000	4.000
2031	335,000	5.000	2042	210,000	4.000
2032	350,000	5.000	2043	220,000	4.000
2033	375,000	5.000	2044	230,000	4.000
2034	390,000	4.000			
2035	405,000	4.000			
2036	415,000	4.000			

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.

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 $1,601,297.81, representing the estimated costs of the Improvements ($1,584,667.00) and costs of issuance of the Improvement Bonds ($16,630.81) 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 $1,436,821.06, representing the estimated costs of the Utility Projects ($1,421,656.00) and costs of issuance of the Utility Bonds ($15,165.06) 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 $3,233,190.20, representing the estimated costs of the Equipment ($3,193,946.00), costs of issuance of the Equipment Bonds ($34,389.13), and rounding amount ($4,855.07) 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 $350,000, 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:

Levy Years	Collection Years	Amount

See attached schedules

The taxes shall be irrepealable 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, 2024, 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

Year	Improvement Bonds		Utility Bonds	Equipment Bonds	Total
	Water	Sewer			
2026	$ 75,000	$ 35,000	$ 15,000	$ 70,000	$ 195,000
2027	100,000	50,000	20,000	110,000	280,000
2028	105,000	50,000	20,000	115,000	290,000
2029	110,000	55,000	20,000	120,000	305,000
2030	115,000	55,000	20,000	125,000	315,000
2031	120,000	60,000	20,000	135,000	335,000
2032	125,000	65,000	20,000	140,000	350,000
2033	135,000	65,000	25,000	150,000	375,000
2034	140,000	70,000	25,000	155,000	390,000
2035	145,000	75,000	25,000	160,000	405,000
2036	150,000	75,000	25,000	165,000	415,000
2037	155,000	80,000	30,000	175,000	440,000
2038	--	80,000	30,000	180,000	290,000
2039	--	85,000	30,000	190,000	305,000
2040	--	90,000	30,000	195,000	315,000
2041	--	--	--	205,000	205,000
2042	--	--	--	210,000	210,000
2043	--	--	--	220,000	220,000
2044	--	--	--	230,000	230,000
TOTAL	$1,475,000		$990,000	$355,000	$3,050,000	$5,870,000

EXHIBIT B

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF PENNINGTON

CITY OF THIEF RIVER FALLS

GENERAL OBLIGATION BONDS,
SERIES 2024A
R-___ $_____

Interest Rate	Maturity Date	Date of Original Issue	CUSIP No.
__%	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 $5,870,000 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.

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

Improvement Bonds

Equipment Bonds

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 $5,870,000 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)

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 10.217.24 : To Authorize the City Administrator to calculate a transaction fee for credit card and debit card payments on Utility Bills.

Following discussion, Councilmember Mike Lorenson introduced Resolution 10.217.24, being seconded by Councilmember Michele McCraw, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 10.218.24: Public Safety Aid Purchase

Following discussion, Councilmember Scott Pream introduced Resolution 10.218.24, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, 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.

WHEREAS, 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.

THEREFORE, BE IT RESOLVED Approve spending approximately $30,000 From the Public Safety Aid money toward the completion of a new wildland firefighting vehicle.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 10.219.24: Challenger Elementary School WCA Notice of Decision

Following discussion, Councilmember Jason Aarestad introduced Resolution 10.219.24, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED Approve the Challenger Elementary wetland

delineation.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 10.220.24: Approve the opening of Public Works Foreman position

Following discussion, Councilmember Anthony Bolduc introduced Resolution 10.220.24, being seconded by Councilmember Michele McCraw, that:

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

THEREFORE, BE IT RESOLVED 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 thought this process, the Public Works Foreman position will be opened to the public.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 10.221.24: Approve the Job Description and Grading of the Lead Public Works Maintenance Worker position and to open the position.

Following discussion, Councilmember Steve Narverud introduced Resolution 10.221.24, being seconded by Councilmember Scott Pream, that:

WHEREAS, It has been determined that the position is needed for a better flow for the department.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, Aye; Holmer, McCraw, Narverud, Pream. Nay; Bolduc, Lorenson. Abstained; Aarestad. Absent; Arlt. Motion passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

UPCOMING MEETINGS

- City/Council/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

- Blair Gustafson's Retirement celebration - Thursday, Oct 3 from 1:30-2:30pm at Public Works Facility.
- Bike TR will host Bike to School event Wednesday, October 9, 2024.
- Volunteer Fire Fighter Ham Dinner Fundraiser to be held Thursday, October 10th from 4:30pm - 7:30pm at the Eagles Club. Free will offering.

ADJOURNMENT

There being no further discussion, Councilmember Pream being seconded by Councilmember Lorenson to adjourn at 6:17 pm. On vote being taken, the Chair declared the motion unanimously carried.

Brian D. Holmer, Mayor

Attest: Angela Philipp
Angela Philipp, City Administrator

CITY OF THIEF RIVER FALLS
EXPENSE ACCOUNT CODES

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

City of Thief River Falls

#7.02

COUNCIL MEETING BILLS

OCTOBER 15th, 2024

SUMMARY OF DISBURSEMENTS

9/26/2024	AP PKT #1140 - LIQUOR PAYABLES	$85,314.02
10/3/2024	AP PKT #1141 - #20 PAYROLL	$237,933.08
10/3/2024	AP PKT #1142 - #20 PAYROLL	426.34
10/3/2024	AP PKT #1143 - #20 PAYROLL	$8,019.23
10/4/2024	AP PKT #1147 - DIRECT PAYABLES	$121,702.67
10/15/2024	AP PKT #1149 - COUNCIL MEETING	$241,498.13
GRAND TOTAL OF DISBURSEMENTS		**$694,893.47**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01140 - 09/26/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ABSOLUTE ICE							
ABSOLUTE ICE	24245	09/05/2024	610-4810-62590	Misc. Mdse for Resale	URCHASE - ICE		342.00
ABSOLUTE ICE	25303	09/11/2024	610-4810-62590	Misc. Mdse for Resale	PURCHASE - ICE		186.20
ABSOLUTE ICE	25453	09/18/2024	610-4810-62590	Misc. Mdse for Resale	PURCHASE - ICE		349.60
						Vendor ABSOLUTE ICE Total:	**877.80**
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	117559724	09/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		3,351.77
BREAKTHRU BEVERAGE	117559724	09/26/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		196.92
						Vendor BREAKTHRU BEVERAGE Total:	**3,548.69**
Vendor: BREDESON OFFICE SUPPLY							
BREDESON OFFICE SUPPLY	0213675	09/26/2024	610-4840-62010	Office Supplies	MARKERS / PENS / CARD ST…		22.62
						Vendor BREDESON OFFICE SUPPLY Total:	**22.62**
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	1975441	09/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		432.00
C & L DISTRIBUTING	1975441	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		462.90
C & L DISTRIBUTING	1975441	09/26/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		98.00
						Vendor C & L DISTRIBUTING Total:	**992.90**
Vendor: IHEARTMEDIA							
IHEARTMEDIA	8821782694	08/31/2024	610-4880-63490	Advertising	RADIO ADVERTISING / POD…		992.75
						Vendor IHEARTMEDIA Total:	**992.75**
Vendor: JIM HIRT TRUCKING INC							
JIM HIRT TRUCKING INC	AUG 2024	08/30/2024	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - AUG 2…		2,569.76
						Vendor JIM HIRT TRUCKING INC Total:	**2,569.76**
Vendor: MC KINNON COMPANY INC							
MC KINNON COMPANY INC	800131	09/26/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-32.14
MC KINNON COMPANY INC	800132	09/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,425.00
MC KINNON COMPANY INC	800132	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - WINE		11,412.30
MC KINNON COMPANY INC	800132	09/26/2024	610-4810-62530	Wine for Resale	PURCHASE - BEER		83.20
MC KINNON COMPANY INC	800132	09/26/2024	610-4810-62540	Soft Drinks/Mix for Resale	MIX CREDIT		-30.00
MC KINNON COMPANY INC	800978	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		2,107.00
MC KINNON COMPANY INC	801207	09/26/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-152.50
MC KINNON COMPANY INC	801208	09/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		400.00
MC KINNON COMPANY INC	801208	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - MIX		96.70
MC KINNON COMPANY INC	801208	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		6,962.45
MC KINNON COMPANY INC	801283	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		299.00
MC KINNON COMPANY INC	801450	09/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		362.00

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MC KINNON COMPANY INC	802224	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		5,478.25
MC KINNON COMPANY INC	802279	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		110.00
MC KINNON COMPANY INC	802504	09/26/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-9.50
MC KINNON COMPANY INC	802504	09/26/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-147.16
MC KINNON COMPANY INC	802505	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		13,374.15
MC KINNON COMPANY INC	907000155	09/26/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-20.00
						Vendor MC KINNON COMPANY INC Total:	**41,718.75**
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE INC	152320	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		3,806.70
NORTHWEST BEVERAGE INC	152327	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		2,425.50
NORTHWEST BEVERAGE INC	152436	09/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		117.20
NORTHWEST BEVERAGE INC	152436	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		10,011.30
NORTHWEST BEVERAGE INC	152442	09/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		58.60
NORTHWEST BEVERAGE INC	152442	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		6,487.20
NORTHWEST BEVERAGE INC	152442	09/26/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		78.00
NORTHWEST BEVERAGE INC	152510	09/26/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-863.10
NORTHWEST BEVERAGE INC	152511	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		789.60
NORTHWEST BEVERAGE INC	152553	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		408.25
NORTHWEST BEVERAGE INC	152554	09/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		378.25
NORTHWEST BEVERAGE INC	152554	09/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		10,456.95
NORTHWEST BEVERAGE INC	152554	09/26/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		78.00
						Vendor NORTHWEST BEVERAGE INC Total:	**34,232.45**
Vendor: PEPSI BEVERAGES COMPANY							
PEPSI BEVERAGES COMPANY	08577854	09/26/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		358.30
						Vendor PEPSI BEVERAGES COMPANY Total:	**358.30**
						Grand Total:	**85,314.02**

Fund Summary

Fund	Expense Amount
610 - LIQUOR DISPENSARY	85,314.02
Grand Total:	**85,314.02**

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	6,515.32
610-4810-62520	Beer for Resale	73,473.35
610-4810-62530	Wine for Resale	83.20
610-4810-62540	Soft Drinks/Mix for Resa…	779.22
610-4810-62590	Misc. Mdse for Resale	877.80
610-4810-62610	Freight In (Liquor)	2,569.76
610-4840-62010	Office Supplies	22.62
610-4880-63490	Advertising	992.75
Grand Total:		**85,314.02**

Project Account Summary

Project Account Key	Expense Amount
None	85,314.02
Grand Total:	**85,314.02**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01141 - PYPKT01267 - 2024 10 03 #20 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0001322	10/03/2024	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		22,432.38
INTERNAL REVENUE SERVICE	INV0001322	10/03/2024	740-20150	Payroll Taxes Payable	FED W/H		23,747.17
INTERNAL REVENUE SERVICE	INV0001322	10/03/2024	740-20150	Payroll Taxes Payable	MEDICARE		7,475.46
						Vendor INTERNAL REVENUE SERVICE Total:	**53,655.01**
Vendor: LAW ENFORCEMENT LABOR SERVICES							
LAW ENFORCEMENT LABOR...	INV0001316	10/03/2024	740-24000	Clearing Account	LELS Dues		987.00
						Vendor LAW ENFORCEMENT LABOR SERVICES Total:	**987.00**
Vendor: MEDICAREBLUE RX							
MEDICAREBLUE RX	INV0001325	10/01/2024	740-4870-63650	Senior Gold BC/BS Monthly ...	October 2024		1,875.00
						Vendor MEDICAREBLUE RX Total:	**1,875.00**
Vendor: MN DPT OF REVENUE - GARNISHMENTS							
MN DPT OF REVENUE - GA...	INV0001318	10/03/2024	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...	INV0001321	10/03/2024	740-20160	State Withholding	State W/H Tax		11,728.80
						Vendor MN DPT OF REVENUE - WITHHOLDING Total:	**11,728.80**
Vendor: NCPERS GROUP LIFE INSURANCE							
NCPERS GROUP LIFE INSUR...	INV0001317	10/03/2024	740-24000	Clearing Account	PLIFE		576.00
						Vendor NCPERS GROUP LIFE INSURANCE Total:	**576.00**
Vendor: NORTHWEST SERVICE COOPERATIVE							
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	100-4150-61310	Health Insurance	Health Insurance Premium		4,968.94
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	100-4210-61310	Health Insurance	Health Insurance Premium		20,598.08
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	100-4220-61310	Health Insurance	Health Insurance Premium		6,686.52
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	100-4312-61310	Health Insurance	Health Insurance Premium		7,611.38
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	100-4315-61310	Health Insurance	Health Insurance Premium		6,686.52
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	100-4510-61310	Health Insurance	Health Insurance		2,642.44
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	100-4650-61310	Health Insurance	Health Insurance Premium		2,642.44
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	100-4660-61310	Health Insurance	Health Insurance Premium		1,625.68
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	610-4825-61310	Health Insurance	Health Insurance Premium		11,254.17
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	620-4825-61310	Health Insurance	Health Insurance Premium		5,336.87
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	680-4825-61310	Health Insurance	Health Insurance Premium		6,525.68
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	690-4825-61310	Health Insurance	Health Insurance Premium		21,271.66
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	740-4870-63620	Employee BC/BS Monthly Bil..	Health Insurance Employee ...		12,940.04
NORTHWEST SERVICE COO...	INV0001324	10/01/2024	740-4870-63660	Retiree BC/BS Monthly billi...	Health Insurance Retiree		4,662.14

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
NORTHWEST SERVICE COO…	INV0001324	10/01/2024	820-4825-61310	Health Insurance	Health Insurance Premium	-1,941.62
					Vendor NORTHWEST SERVICE COOPERATIVE Total:	**113,510.94**
Vendor: P E R A OF MN						
P E R A OF MN	INV0001320	10/03/2024	740-20180	PERA Payable	PERA EE/ER COORD	25,456.27
P E R A OF MN	INV0001320	10/03/2024	740-20180	PERA Payable	PERA EE/ER P&F	23,348.12
					Vendor P E R A OF MN Total:	**48,804.39**
Vendor: SUN LIFE FINANCIAL (LTD)						
SUN LIFE FINANCIAL (LTD)	INV0001319	10/03/2024	740-24000	Clearing Account	LTD Premium	497.26
					Vendor SUN LIFE FINANCIAL (LTD) Total:	**497.26**
Vendor: VANTAGEPOINT ICMA						
VANTAGEPOINT ICMA	INV0001312	10/03/2024	740-24000	Clearing Account	Contributions Employee	5,422.70
					Vendor VANTAGEPOINT ICMA Total:	**5,422.70**
Vendor: WEX BANK						
WEX BANK	INV0001315	10/03/2024	740-24000	Clearing Account	HSA	502.20
					Vendor WEX BANK Total:	**502.20**
					Grand Total:	**237,933.08**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	53,462.00
610 - LIQUOR DISPENSARY	11,254.17
620 - WATER UTILITY FUND	5,336.87
680 - WASTEWATER UTILITY FUND	6,525.68
690 - ELECTRIC UTILITY FUND	21,271.66
740 - TRF HEALTH INSURANCE FUND	142,024.32
820 - GREENWOOD CEMETERY FUND	-1,941.62
Grand Total:	**237,933.08**

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	4,968.94
100-4210-61310	Health Insurance	20,598.08
100-4220-61310	Health Insurance	6,686.52
100-4312-61310	Health Insurance	7,611.38
100-4315-61310	Health Insurance	6,686.52
100-4510-61310	Health Insurance	2,642.44
100-4650-61310	Health Insurance	2,642.44
100-4660-61310	Health Insurance	1,625.68
610-4825-61310	Health Insurance	11,254.17
620-4825-61310	Health Insurance	5,336.87
680-4825-61310	Health Insurance	6,525.68
690-4825-61310	Health Insurance	21,271.66
740-20150	Payroll Taxes Payable	53,655.01
740-20160	State Withholding	11,728.80
740-20180	PERA Payable	48,804.39
740-24000	Clearing Account	8,358.94
740-4870-63620	Employee BC/BS Monthl…	12,940.04
740-4870-63650	Senior Gold BC/BS Mont…	1,875.00
740-4870-63660	Retiree BC/BS Monthly bi..	4,662.14
820-4825-61310	Health Insurance	-1,941.62
	Grand Total:	**237,933.08**

Project Account Summary

Project Account Key	Expense Amount
None	237,933.08
Grand Total:	**237,933.08**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01142 - PYPKT01267 - 2024 10 03 #20 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VSP INSURANCE CO							
VSP INSURANCE CO	INV0001314	10/03/2024	740-24000	Clearing Account	FLEX VISION		426.34
						Vendor VSP INSURANCE CO Total:	**426.34**
						Grand Total:	**426.34**

Fund Summary

Fund	Expense Amount
740 - TRF HEALTH INSURANCE FUND	426.34
Grand Total:	**426.34**

Account Summary

Account Number	Account Name	Expense Amount
740-24000	Clearing Account	426.34
	Grand Total:	**426.34**

Project Account Summary

Project Account Key	Expense Amount
None	426.34
Grand Total:	**426.34**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01143 - PYPKT01267 - 2024 10 03 #20 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIRE...	INV0001313	10/03/2024	740-24000	Clearing Account	MSRS		8,019.23
						Vendor MINNESOTA STATE RETIREMENT SYS Total:	**8,019.23**
						Grand Total:	**8,019.23**

Fund Summary

Fund	Expense Amount
740 - TRF HEALTH INSURANCE FUND	8,019.23
Grand Total:	**8,019.23**

Account Summary

Account Number	Account Name	Expense Amount
740-24000	Clearing Account	8,019.23
	Grand Total:	**8,019.23**

Project Account Summary

Project Account Key	Expense Amount
None	8,019.23
Grand Total:	**8,019.23**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01147 - 10/04/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES ..	2ND HALF SEP 2024	09/14/2024	100-4210-62990	Misc. Operating Expense	2ND HALF SEP 2024 - SHOT...		238.93
AMAZON CAPITAL SERVICES ..	2ND HALF SEP 2024	09/14/2024	100-4315-62400	Small Tools and Minor Equip	2ND HALF SEP 2024 - GRIND...		21.49
AMAZON CAPITAL SERVICES ..	2ND HALF SEP 2024	09/14/2024	100-4510-62240	Department Maint & Repair	2ND HALF SEP 2024 - SNOW...		79.70
AMAZON CAPITAL SERVICES ..	2ND HALF SEP 2024	09/14/2024	100-4650-62020	Computer Supplies	2ND HALF SEPT 2024 - IPAD...		78.57
AMAZON CAPITAL SERVICES ..	2ND HALF SEP 2024	09/14/2024	620-4840-62170	Field Supplies	2ND HALF SEP 2024 - MATE...		61.70
						Vendor AMAZON CAPITAL SERVICES INC Total:	**480.39**
Vendor: CAPITAL ONE							
CAPITAL ONE	1658064799	09/19/2024	100-4194-62990	Misc. Operating Expense	SEP 2024 STMT - LOCKBOX ...		29.97
CAPITAL ONE	1658064799	09/19/2024	100-4312-62210	Equipment Maint & Repair	SEP 2024 STMT - RADIO		24.87
CAPITAL ONE	1658064799	09/19/2024	100-4510-62990	Misc. Operating Expense	SEP 2024 STMT - SUPPLIES		31.21
CAPITAL ONE	1658064799	09/19/2024	620-4840-62170	Field Supplies	SEP 2024 STMT - WATER / V...		40.25
						Vendor CAPITAL ONE Total:	**126.30**
Vendor: EHLERS COMPANIES							
EHLERS COMPANIES	98786	08/08/2024	870-4670-62990	Misc. Operating Expense	2023 PREPARATION/SUBMI...		1,179.07
EHLERS COMPANIES	98786	08/08/2024	890-4670-62990	Misc. Operating Expense	2023 PREPARATION/SUBMI...		1,179.06
EHLERS COMPANIES	98786	08/08/2024	920-4670-62990	Misc. Operating Expense	2023 PREPARATION/SUBMI...		1,179.07
EHLERS COMPANIES	98786	08/08/2024	940-4670-62990	Misc. Operating Expense	2023 PREPARATION/SUBMI...		1,179.06
EHLERS COMPANIES	98786	08/08/2024	950-4670-62990	Misc. Operating Expense	2023 PREPARATION/SUBMI...		1,179.06
EHLERS COMPANIES	98786	08/08/2024	960-4670-62990	Misc. Operating Expense	2023 PREPARATION/SUBMI...		1,179.06
EHLERS COMPANIES	98786	08/08/2024	970-4670-62990	Misc. Operating Expense	2023 PREPARATION/SUBMI...		1,179.06
EHLERS COMPANIES	98786	08/08/2024	980-4670-62990	Misc. Operating Expense	2023 PREPARATION/SUBMI...		1,179.06
						Vendor EHLERS COMPANIES Total:	**9,432.50**
Vendor: POWERPLAN							
POWERPLAN	P5982609	09/13/2024	690-4850-62210	Equipment Maint & Repair	OIL - BORING MACHINE		275.42
						Vendor POWERPLAN Total:	**275.42**
Vendor: T R F CONVENTION &							
T R F CONVENTION &	AUG 2024	10/04/2024	100-4670-63030	Contracts Expense	AUG 2024 LODGING TAX		15,676.45
						Vendor T R F CONVENTION & Total:	**15,676.45**
Vendor: T R F FIRE RELIEF ASSOCIATION							
T R F FIRE RELIEF ASSOCIAT...	04285	10/04/2024	100-4220-64750	Relief Association Contribut...	2024 FIRE SUPPLEMENT		12,730.63
T R F FIRE RELIEF ASSOCIAT...	04285	10/04/2024	100-4220-64750	Relief Association Contribut...	2024 FIRE STATE AID ALLOC...		80,716.85
						Vendor T R F FIRE RELIEF ASSOCIATION Total:	**93,447.48**
Vendor: U S POSTMASTER							
U S POSTMASTER	2024 - 2025	10/04/2024	100-4315-62010	Office Supplies	1ST CLASS PRESORT PERMIT...		52.50
U S POSTMASTER	2024 - 2025	10/04/2024	620-4840-62010	Office Supplies	1ST CLASS PRESORT PERMIT...		122.50

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
U S POSTMASTER	2024 - 2025	10/04/2024	680-4840-62010	Office Supplies	1ST CLASS PRESORT PERMIT...		35.00
U S POSTMASTER	2024 - 2025	10/04/2024	690-4840-62010	Office Supplies	1ST CLASS PRESORT PERMIT...		140.00
						Vendor U S POSTMASTER Total:	**350.00**
Vendor: VERIZON WIRELESS #786782900							
VERIZON WIRELESS #78678...	9974455255	09/21/2024	100-4110-63210	Communication Expense	WIRELESS PHONE SERVICE -...		336.04
VERIZON WIRELESS #78678...	9974455255	09/21/2024	100-4150-63210	Communication Expense	WIRELESS PHONE SERVICE -...		184.90
VERIZON WIRELESS #78678...	9974455255	09/21/2024	100-4192-63210	Communication Expense	WIRELESS PHONE SERVICE -...		40.01
VERIZON WIRELESS #78678...	9974455255	09/21/2024	100-4194-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.38
VERIZON WIRELESS #78678...	9974455255	09/21/2024	100-4210-63210	Communication Expense	WIRELESS PHONE SERVICE -...		640.02
VERIZON WIRELESS #78678...	9974455255	09/21/2024	100-4510-63210	Communication Expense	WIRELESS PHONE SERVICE -...		82.76
VERIZON WIRELESS #78678...	9974455255	09/21/2024	100-4650-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.38
VERIZON WIRELESS #78678...	9974455255	09/21/2024	100-4660-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.38
VERIZON WIRELESS #78678...	9974455255	09/21/2024	610-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.38
VERIZON WIRELESS #78678...	9974455255	09/21/2024	620-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		122.77
VERIZON WIRELESS #78678...	9974455255	09/21/2024	650-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.38
VERIZON WIRELESS #78678...	9974455255	09/21/2024	680-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.38
VERIZON WIRELESS #78678...	9974455255	09/21/2024	690-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		256.89
VERIZON WIRELESS #78678...	9974455255	09/21/2024	820-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		2.46
						Vendor VERIZON WIRELESS #786782900 Total:	**1,914.13**
						Grand Total:	**121,702.67**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	111,089.04
610 - LIQUOR DISPENSARY	41.38
620 - WATER UTILITY FUND	347.22
650 - TOURIST PARK - OAK VIEW GROUP	41.38
680 - WASTEWATER UTILITY FUND	76.38
690 - ELECTRIC UTILITY FUND	672.31
820 - GREENWOOD CEMETERY FUND	2.46
870 - TIF 1-13 DIGI-KEY	1,179.07
890 - TIF 1-11 RIVER POINTE TOWNHOME	1,179.06
920 - TIF 1-3 SHERWOOD PARK TWNHMS	1,179.07
940 - TIF 1-5 WENDT DRIVE	1,179.06
950 - TIF 1-6 SUNRISE COURT	1,179.06
960 - TIF 1-7 ELEMENTARY ADDN	1,179.06
970 - TIF 1-8 WHEATLAND ESTATES	1,179.06
980 - TIF 1-9 RIVERFALLS ESTATES	1,179.06
Grand Total:	**121,702.67**

Account Summary

Account Number	Account Name	Expense Amount
100-4110-63210	Communication Expense	336.04
100-4150-63210	Communication Expense	184.90
100-4192-63210	Communication Expense	40.01
100-4194-62990	Misc. Operating Expense	29.97
100-4194-63210	Communication Expense	41.38
100-4210-62990	Misc. Operating Expense	238.93
100-4210-63210	Communication Expense	640.02
100-4220-64750	Relief Association Contri…	93,447.48
100-4312-62210	Equipment Maint & Repa..	24.87
100-4315-62010	Office Supplies	52.50
100-4315-62400	Small Tools and Minor E…	21.49
100-4510-62240	Department Maint & Re…	79.70
100-4510-62990	Misc. Operating Expense	31.21
100-4510-63210	Communication Expense	82.76
100-4650-62020	Computer Supplies	78.57
100-4650-63210	Communication Expense	41.38
100-4660-63210	Communication Expense	41.38
100-4670-63030	Contracts Expense	15,676.45
610-4830-63210	Communication Expense	41.38
620-4830-63210	Communication Expense	122.77
620-4840-62010	Office Supplies	122.50
620-4840-62170	Field Supplies	101.95
650-4830-63210	Communication Expense	41.38

Account Summary

Account Number	Account Name	Expense Amount
680-4830-63210	Communication Expense	41.38
680-4840-62010	Office Supplies	35.00
690-4830-63210	Communication Expense	256.89
690-4840-62010	Office Supplies	140.00
690-4850-62210	Equipment Maint & Repa..	275.42
820-4830-63210	Communication Expense	2.46
870-4670-62990	Misc. Operating Expense	1,179.07
890-4670-62990	Misc. Operating Expense	1,179.06
920-4670-62990	Misc. Operating Expense	1,179.07
940-4670-62990	Misc. Operating Expense	1,179.06
950-4670-62990	Misc. Operating Expense	1,179.06
960-4670-62990	Misc. Operating Expense	1,179.06
970-4670-62990	Misc. Operating Expense	1,179.06
980-4670-62990	Misc. Operating Expense	1,179.06
	Grand Total:	**121,702.67**

Project Account Summary

Project Account Key	Expense Amount
None	121,702.67
Grand Total:	**121,702.67**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACE HARDWARE							
ACE HARDWARE	168089	09/05/2024	670-4850-62210	Equipment Maint & Repair	PARTS - VACTRON		24.94
ACE HARDWARE	168382	09/10/2024	100-4220-62990	Misc. Operating Expense	SUPPLIES		25.20
ACE HARDWARE	168533	09/12/2024	620-4850-62200	System Expense	ELBOW / CEMENT- SEASON...		14.98
ACE HARDWARE	168623	09/13/2024	100-4194-62230	Building Maint & Repair	SUPPLIES - DEPOT FRONT D...		21.58
ACE HARDWARE	169094	09/19/2024	620-4840-62990	Misc. Operating Expense	MATERIALS - TOILET REPAIRS		32.57
ACE HARDWARE	169628	09/26/2024	620-4840-62990	Misc. Operating Expense	CLEANER / BOUNCE - WTP		29.94
ACE HARDWARE	169843	09/30/2024	620-4850-62220	Plant Equip Maint & Repair	SUMP PUMP - WATER PIT		199.99
						Vendor ACE HARDWARE Total:	**349.20**
Vendor: AQUA PURE INC							
AQUA PURE INC	TRFMN2415	10/06/2024	620-4840-62160	Chemicals	CHEMICALS		12,370.09
						Vendor AQUA PURE INC Total:	**12,370.09**
Vendor: AUTO VALUE T R F							
AUTO VALUE T R F	9681340	08/26/2024	100-4510-62210	Equipment Maint & Repair	OIL FILTERS		6.61
AUTO VALUE T R F	9682020	09/03/2024	690-4850-62350	Power Plant/Dam Maint	GASKET		11.99
AUTO VALUE T R F	9682410	09/05/2024	690-4850-62210	Equipment Maint & Repair	BULB - #101		7.99
AUTO VALUE T R F	9682498	09/06/2024	100-4510-62120	Gas-Oil-Lube	FUEL FILTER		5.49
AUTO VALUE T R F	9682775	09/09/2024	100-4510-62120	Gas-Oil-Lube	AIR FILTERS		52.06
AUTO VALUE T R F	9683237	09/13/2024	100-4312-62210	Equipment Maint & Repair	MUDFLAPS - #5514		55.96
AUTO VALUE T R F	9683451	09/16/2024	100-4312-62990	Misc. Operating Expense	CLEANING WIPES		19.98
						Vendor AUTO VALUE T R F Total:	**160.08**
Vendor: BUREAU OF CRIMINAL APPREHENSION							
BUREAU OF CRIMINAL APP...	00000824194	10/01/2024	100-4210-64330	Dues and Subscriptions	BCA ACCESS FEE		600.00
						Vendor BUREAU OF CRIMINAL APPREHENSION Total:	**600.00**
Vendor: CITY OF T R F - POLICE DPT PETTY CASH							
CITY OF T R F - POLICE DPT ...	REIMB PC - 09 26 24	10/09/2024	100-4210-62010	Office Supplies	REIMBURSE PETTY CASH FU...		51.84
						Vendor CITY OF T R F - POLICE DPT PETTY CASH Total:	**51.84**
Vendor: COLE PAPERS INC							
COLE PAPERS INC	10481688	09/05/2024	610-4840-62990	Misc. Operating Expense	TOILET TISSUE		69.51
COLE PAPERS INC	10481688	09/05/2024	610-4850-62230	Building Maint & Repair	EAZY TRAP / GLASS CLEANER		163.78
COLE PAPERS INC	10486895	09/19/2024	100-4194-62990	Misc. Operating Expense	AIR FRESHENER		71.50
COLE PAPERS INC	10490441	09/26/2024	100-4194-62990	Misc. Operating Expense	SANITIZER		71.50
						Vendor COLE PAPERS INC Total:	**376.29**
Vendor: DANA C KLOS							
DANA C KLOS	09 19 24	09/19/2024	100-4210-63100	Animal Control	ANIMAL CONTROL PRGM - ...		40.00

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
DANA C KLOS	09 24 24	09/24/2024	100-4210-63100	Animal Control	ANIMAL CONTROL SERVICES...		30.00
						Vendor DANA C KLOS Total:	**70.00**
Vendor: DARWIN C KLEMETSON							
DARWIN C KLEMETSON	4102	10/02/2024	100-4312-63030	Contracts Expense	CONCRETE - CURB / SIDEW...		2,969.50
						Vendor DARWIN C KLEMETSON Total:	**2,969.50**
Vendor: ENDRESS + HAUSER INC							
ENDRESS + HAUSER INC	6002592480	07/24/2024	680-4850-62220	Lift Station and Pond Maint...	LIFT STATION SENSORS		2,655.96
						Vendor ENDRESS + HAUSER INC Total:	**2,655.96**
Vendor: FASTENAL COMPANY							
FASTENAL COMPANY	MNROS133289	09/16/2024	100-4194-62990	Misc. Operating Expense	LATEX GLOVES		22.26
FASTENAL COMPANY	MNROS133289	09/16/2024	100-4550-62990	Misc. Operating Expense	LATEX GLOVES		22.26
FASTENAL COMPANY	MNROS133332	09/18/2024	630-4850-62230	Building Maint & Repair	MATERIALS - COMPRESSOR...		100.13
FASTENAL COMPANY	MNROS133359	09/19/2024	680-4840-62990	Misc. Operating Expense	LOCATE MARKING PAINT		133.47
FASTENAL COMPANY	MNROS133401	09/23/2024	100-4312-62990	Misc. Operating Expense	CABLE TIES		40.62
FASTENAL COMPANY	MNROS133402	09/23/2024	690-4840-62990	Misc. Operating Expense	BOLTS - #103		35.72
						Vendor FASTENAL COMPANY Total:	**354.46**
Vendor: FLEET SUPPLY							
FLEET SUPPLY	149029	09/13/2024	690-4840-62880	Personal Protective Equipm...	PPE - JIM NELSON		481.56
FLEET SUPPLY	149107	09/16/2024	620-4840-62990	Misc. Operating Expense	ANTI FREEZE - SEASONAL W...		46.68
FLEET SUPPLY	149191	09/19/2024	100-4510-62240	Department Maint & Repair	ANTIFREEZE		46.68
FLEET SUPPLY	149402	09/25/2024	100-4315-62990	Misc. Operating Expense	TRAPS - WASH BAY		104.75
FLEET SUPPLY	30788	09/13/2024	100-4312-62880	Personal Protective Equipm...	PPE - BRIAN		165.64
FLEET SUPPLY	30803	09/13/2024	690-4840-62880	Personal Protective Equipm...	PPE - JIM NELSON		359.03
FLEET SUPPLY	30804	09/13/2024	690-4840-62880	Personal Protective Equipm...	PPE - RONNIE LUND		146.27
FLEET SUPPLY	31122	09/27/2024	690-4840-62880	Personal Protective Equipm...	PPE - LYNN SKIBICKI		202.97
						Vendor FLEET SUPPLY Total:	**1,553.58**
Vendor: GOPHER STATE ONE CALL							
GOPHER STATE ONE CALL	4090791	09/30/2024	690-4850-62360	Distribution Maint	BILLABLE LOCATES - SEP 20...		137.70
						Vendor GOPHER STATE ONE CALL Total:	**137.70**
Vendor: GREGORY STEPHEN HUFNAGLE							
GREGORY STEPHEN HUFNA...	116	10/01/2024	100-4240-63030	Contracts Expense	BUILDING OFFICIAL SERVICE...		10,198.07
						Vendor GREGORY STEPHEN HUFNAGLE Total:	**10,198.07**
Vendor: HACH COMPANY							
HACH COMPANY	14202327	09/26/2024	620-4850-62220	Plant Equip Maint & Repair	PH PROBE - HIGH SERVICES		232.05
						Vendor HACH COMPANY Total:	**232.05**
Vendor: HARRIS COMPUTER SYSTEMS							
HARRIS COMPUTER SYSTEMS	SWKCT000009	09/30/2024	620-4890-63020	Computer Maintenance & li...	SENSUS INTEGRATION - Q3 ...		8,820.00
						Vendor HARRIS COMPUTER SYSTEMS Total:	**8,820.00**
Vendor: HAWKINS INC							
HAWKINS INC	6858827	09/10/2024	620-4840-62160	Chemicals	CHEMICALS		4,952.32

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
HAWKINS INC	6877927	09/30/2024	620-4840-62160	Chemicals	CHEMICALS		4,403.52
						Vendor HAWKINS INC Total:	**9,355.84**
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CH...	1200649101	08/28/2024	515-4680-65920	Work in Process - Eng/Archt...	PROF SRVCS - CHIEFS COUL...		9,582.50
HDR ENGINEERING INC - CH...	1200649590	08/29/2024	690-4890-63110	Consulting Fees	PROF SRVCS - DAM RELICEN...		5,728.47
HDR ENGINEERING INC - CH...	1200660085	10/08/2024	515-4680-65920	Work in Process - Eng/Archt...	PROF SRVCS - CHIEFS COUL...		15,052.50
						Vendor HDR ENGINEERING INC - CHICAGO Total:	**30,363.47**
Vendor: IHLE SPARBY AND HAASE PA							
IHLE SPARBY AND HAASE PA	04593	10/01/2024	100-4160-63040	Legal Fees	CONTRACT SERVICES - SEP ...		2,600.00
IHLE SPARBY AND HAASE PA	04594	10/01/2024	100-4160-63040	Legal Fees	CRIMINAL SERVICES - SEP 2...		5,250.00
						Vendor IHLE SPARBY AND HAASE PA Total:	**7,850.00**
Vendor: JEREMY KASPRZAK							
JEREMY KASPRZAK	REIMB 10 07 24	10/07/2024	690-4840-62880	Personal Protective Equipm...	REIMBURSE - SAFETY TOED ...		100.00
						Vendor JEREMY KASPRZAK Total:	**100.00**
Vendor: JUSTIN STEINBRINK							
JUSTIN STEINBRINK	REIMB 09 27 24	09/27/2024	690-4840-62880	Personal Protective Equipm...	REIMBURSE - PPE		51.90
						Vendor JUSTIN STEINBRINK Total:	**51.90**
Vendor: LESLIE MICHAEL COTA							
LESLIE MICHAEL COTA	494148	09/25/2024	100-4240-63030	Contracts Expense	GRASS MOWING SERVICES		230.00
						Vendor LESLIE MICHAEL COTA Total:	**230.00**
Vendor: MARK BORSETH							
MARK BORSETH	2024-9	09/30/2024	100-4660-63030	Contracts Expense	PLANNING & ZONING SERVI...		150.00
						Vendor MARK BORSETH Total:	**150.00**
Vendor: MEGGER							
MEGGER	5580067385	09/30/2024	690-4850-62210	Equipment Maint & Repair	RENTAL FEE - SEP/OCT 2024		1,875.00
						Vendor MEGGER Total:	**1,875.00**
Vendor: MINNESOTA CHIEFS OF POLICE ASC							
MINNESOTA CHIEFS OF POL...	20137	10/04/2024	100-4210-64330	Dues and Subscriptions	MCPA MEMBERSHIP DUES (...		68.77
						Vendor MINNESOTA CHIEFS OF POLICE ASC Total:	**68.77**
Vendor: MN DPT OF LABOR & INDUSTRY							
MN DPT OF LABOR & INDUS...	SEPTEMBER1131152024	09/30/2024	100-4240-64390	Building Permit Surcharge	3RD QTR 2024 BUILDING S...		1,050.11
						Vendor MN DPT OF LABOR & INDUSTRY Total:	**1,050.11**
Vendor: MORRIS ELECTRONICS INC							
MORRIS ELECTRONICS INC	10003	09/20/2024	100-4220-63020	Computer Maintenance & li...	SMARTNET SUBSCRIPTION		111.59
MORRIS ELECTRONICS INC	10003	09/20/2024	100-4650-63020	Computer Maintenance & li...	SMARTNET SUBSCRIPTION		111.59
MORRIS ELECTRONICS INC	10003	09/20/2024	610-4890-63020	Computer Maintenance & li...	SMARTNET SUBSCRIPTION		111.59
MORRIS ELECTRONICS INC	10003	09/20/2024	690-4890-63020	Computer Maintenance & li...	SMARTNET SUBSCRIPTION		111.59
MORRIS ELECTRONICS INC	9848	09/09/2024	100-4312-62020	Computer Supplies	NEW FIREWALL		250.00
MORRIS ELECTRONICS INC	9848	09/09/2024	100-4510-62020	Computer Supplies	NEW FIREWALL		250.00
MORRIS ELECTRONICS INC	9848	09/09/2024	100-4650-62020	Computer Supplies	NEW FIREWALL		344.58

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
MORRIS ELECTRONICS INC	9849	09/09/2024	610-4840-62020	Computer Supplies	FIREWALL	844.58
MORRIS ELECTRONICS INC	9892	09/12/2024	100-4192-63020	Computer Maintenance & li...	SERVICE DAY	1,225.00
MORRIS ELECTRONICS INC	9892	09/12/2024	690-4890-63020	Computer Maintenance & li...	SERVICE DAY	437.50
					Vendor MORRIS ELECTRONICS INC Total:	**3,798.02**
Vendor: N A P A AUTO PARTS THF RVR FL						
N A P A AUTO PARTS THF R...	737635	09/03/2024	670-4850-62210	Equipment Maint & Repair	DYE	14.99
N A P A AUTO PARTS THF R...	737745	09/06/2024	100-4510-62210	Equipment Maint & Repair	WHEEL BEARING / HUB ASSY..	378.99
N A P A AUTO PARTS THF R...	737771	09/06/2024	690-4840-62990	Misc. Operating Expense	BATTERY - TRENCHER	178.61
N A P A AUTO PARTS THF R...	737776	09/06/2024	100-4510-62210	Equipment Maint & Repair	DYE - #5409	14.99
N A P A AUTO PARTS THF R...	737993	09/16/2024	100-4510-62210	Equipment Maint & Repair	BATTERY - FOGGER	73.99
N A P A AUTO PARTS THF R...	738045	09/17/2024	100-4220-62210	Equipment Maint & Repair	MINIATURES - E-13	7.98
N A P A AUTO PARTS THF R...	738092	09/19/2024	100-4510-62210	Equipment Maint & Repair	RELAY / SOCKET - FOGGER	42.96
					Vendor N A P A AUTO PARTS THF RVR FL Total:	**712.51**
Vendor: NELSON EQUIPMENT OF T R F INC						
NELSON EQUIPMENT OF T R...	CT154097	09/04/2024	100-4312-62990	Misc. Operating Expense	SPIROL PIN	15.40
					Vendor NELSON EQUIPMENT OF T R F INC Total:	**15.40**
Vendor: NELSON INTERNATIONAL						
NELSON INTERNATIONAL	X105078879 01	09/19/2024	100-4315-62210	Equipment Maint & Repair	REAR SEAL - #5605	93.38
					Vendor NELSON INTERNATIONAL Total:	**93.38**
Vendor: NICK OLSON						
NICK OLSON	REIMB 10 08 24	10/08/2024	820-4840-62880	Personal Protective Equipm...	REIMBURSE - SAFETY TOED ...	100.00
					Vendor NICK OLSON Total:	**100.00**
Vendor: NORMAN BETLAND						
NORMAN BETLAND	018	10/01/2024	100-4650-63030	Contracts Expense	GIS CONSULTING SERVICES -...	247.50
					Vendor NORMAN BETLAND Total:	**247.50**
Vendor: NORTHDALE OIL INC						
NORTHDALE OIL INC	SEP 2024	10/08/2024	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - SEP 2024	1,845.69
NORTHDALE OIL INC	SEP 2024	10/08/2024	100-4220-62120	Gas-Oil-Lube	FUEL PURCHASES - SEP 2024	73.34
NORTHDALE OIL INC	SEP 2024	10/08/2024	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - SEP 2024	196.84
					Vendor NORTHDALE OIL INC Total:	**2,115.87**
Vendor: NORTHERN STATE BANK						
NORTHERN STATE BANK	SEP 2024	10/08/2024	100-4150-63030	Contracts Expense	MONTHLY SERVICE CHARGE ..	324.47
					Vendor NORTHERN STATE BANK Total:	**324.47**
Vendor: NORTHWEST POWER SYSTEMS INC						
NORTHWEST POWER SYST...	T340569	09/03/2024	100-4315-62210	Equipment Maint & Repair	12V 160A ALT - #5605	287.88
NORTHWEST POWER SYST...	T340998	09/18/2024	620-4850-62210	Equipment Maint & Repair	PARTS - PRESSURE WASHER...	13.58
					Vendor NORTHWEST POWER SYSTEMS INC Total:	**301.46**
Vendor: NORTHWEST ROOFING INC						
NORTHWEST ROOFING INC	09 06 24	09/06/2024	620-4850-62230	Building Maint & Repair	ROOF REPAIR - WATERSHED...	3,325.88
					Vendor NORTHWEST ROOFING INC Total:	**3,325.88**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
Vendor: NOW MICRO INC						
NOW MICRO INC	IV552395	10/01/2024	690-4840-62420	Computer Equipment	LAPTOP - POWER PLANT	1,715.00
					Vendor NOW MICRO INC Total:	**1,715.00**
Vendor: OLSON UNDERGROUND INC						
OLSON UNDERGROUND INC	1348	09/20/2024	690-4890-63030	Contracts Expense	BORING SERVICES - MUZZY ...	9,070.00
OLSON UNDERGROUND INC	1357	10/05/2024	690-4890-63030	Contracts Expense	BORING SERVICES - SJOBER...	9,455.00
					Vendor OLSON UNDERGROUND INC Total:	**18,525.00**
Vendor: OPG-3 INC						
OPG-3 INC	8249	10/01/2024	100-4192-63020	Computer Maintenance & li...	12/01/24 - 11/30/25 LSAP ...	2,253.32
					Vendor OPG-3 INC Total:	**2,253.32**
Vendor: O'REILLY AUTOMOTIVE INC						
O'REILLY AUTOMOTIVE INC	1519-380665	09/14/2024	690-4850-62350	Power Plant/Dam Maint	BRAKE CLEANER	41.88
					Vendor O'REILLY AUTOMOTIVE INC Total:	**41.88**
Vendor: PAINT & GLASS INTERIORS INC						
PAINT & GLASS INTERIORS I...	15324	09/30/2024	100-4510-62240	Department Maint & Repair	MATERIALS - GAZEBO REPA...	139.98
					Vendor PAINT & GLASS INTERIORS INC Total:	**139.98**
Vendor: PENNINGTON CO HUMANE SOCIETY						
PENNINGTON CO HUMANE ...	OCT 2024	10/08/2024	100-4210-63100	Animal Control	ANIMAL CONTROL SERVICES..	1,400.00
					Vendor PENNINGTON CO HUMANE SOCIETY Total:	**1,400.00**
Vendor: QUALITY SPRAY FOAM LLC						
QUALITY SPRAY FOAM LLC	1755	09/26/2024	670-4890-63030	Contracts Expense	STORM SEWER REPAIRS - G...	950.00
					Vendor QUALITY SPRAY FOAM LLC Total:	**950.00**
Vendor: RICK SWANSON						
RICK SWANSON	REIMB 10 10 24	10/10/2024	100-4312-62880	Personal Protective Equipm...	REIMBURSE - SAFETY TOED ...	100.00
					Vendor RICK SWANSON Total:	**100.00**
Vendor: SANITATION PRODUCTS INC						
SANITATION PRODUCTS INC	90690	10/01/2024	670-4850-62210	Equipment Maint & Repair	PARTS - STREET SWEEPER R...	1,743.10
					Vendor SANITATION PRODUCTS INC Total:	**1,743.10**
Vendor: SHI INTERNATIONAL CORP						
SHI INTERNATIONAL CORP	B18878934	09/30/2024	100-4650-62020	Computer Supplies	KEYBOARD ACC	139.99
					Vendor SHI INTERNATIONAL CORP Total:	**139.99**
Vendor: SJOBERG'S CABLE TV						
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	100-4192-63020	Computer Maintenance & li...	MONTHLY SERVICE - OCT 2...	225.00
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	100-4192-63020	Computer Maintenance & li...	MONTHLY SERVICE - OCT 2...	81.90
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	100-4220-63020	Computer Maintenance & li...	MONTHLY SERVICE - OCT 2...	49.95
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	100-4312-63020	Computer Maintenance & li...	MONTHLY SERVICE - OCT 2...	56.95
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	100-4510-63210	Communication Expense	MONTHLY SERVICE - OCT 2...	104.50
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	100-4560-63210	Communication Expense	MONTHLY SERVICE - OCT 2...	40.39
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	610-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - OCT 2...	56.95
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	620-4830-63210	Communication Expense	MONTHLY SERVICE - OCT 2...	25.84

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	620-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - OCT 2...		49.95
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	680-4830-63210	Communication Expense	MONTHLY SERVICE - OCT 2...		85.50
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	680-4830-63210	Communication Expense	MONTHLY SERVICE - OCT 2...		475.00
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	690-4830-63210	Communication Expense	MONTHLY SERVICE - OCT 2...		142.50
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	690-4830-63210	Communication Expense	MONTHLY SERVICE - OCT 2...		34.90
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	690-4830-63210	Communication Expense	MONTHLY SERVICE - OCT 2...		142.50
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - OCT 2...		42.95
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - OCT 2...		225.00
SJOBERG'S CABLE TV	OCT 2024	10/09/2024	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - OCT 2...		49.95
						Vendor SJOBERG'S CABLE TV Total:	**1,889.73**
Vendor: SMALL SHOVEL INC							
SMALL SHOVEL INC	10 01 24	10/01/2024	620-4890-63110	Consulting Fees	HARRIS INTEGRATION - OCT...		3,750.00
						Vendor SMALL SHOVEL INC Total:	**3,750.00**
Vendor: STATION 59							
STATION 59	1028350	09/27/2024	100-4210-62990	Misc. Operating Expense	CAR WASHES		200.00
						Vendor STATION 59 Total:	**200.00**
Vendor: STEVEN O KVASAGER							
STEVEN O KVASAGER	002624	09/26/2024	690-4850-62350	Power Plant/Dam Maint	ALARM MONITORING - OCT...		19.50
STEVEN O KVASAGER	002625	09/26/2024	690-4890-63030	Contracts Expense	ALARM MONITORING - OCT...		19.50
STEVEN O KVASAGER	002629	09/26/2024	690-4850-62350	Power Plant/Dam Maint	REPAIR AND TEST ALARM S...		75.00
						Vendor STEVEN O KVASAGER Total:	**114.00**
Vendor: T R F HARDWARE							
T R F HARDWARE	22250174	09/04/2024	690-4840-62990	Misc. Operating Expense	ADHESIVE - #105		3.49
T R F HARDWARE	22250187	09/04/2024	690-4840-62990	Misc. Operating Expense	SHOP TOWELS / SILICONE - ...		13.48
T R F HARDWARE	22250200	09/04/2024	100-4210-62990	Misc. Operating Expense	KEYS CUT		11.94
T R F HARDWARE	22250247	09/05/2024	620-4850-62290	Water Meter Maintenance	HAMMER DRILL BIT		7.99
T R F HARDWARE	22251074	09/12/2024	690-4840-62990	Misc. Operating Expense	MOUNTING TAPE - REPLACE...		9.19
T R F HARDWARE	22251552	09/17/2024	100-4510-62990	Misc. Operating Expense	MASKING TAPE		7.49
T R F HARDWARE	22251568	09/17/2024	620-4850-62230	Building Maint & Repair	SUPPLIES - HIGH SERVICE P...		17.25
T R F HARDWARE	22251704	09/18/2024	690-4840-62990	Misc. Operating Expense	BOLTS		9.99
T R F HARDWARE	22251822	09/19/2024	100-4220-62990	Misc. Operating Expense	BLEACH		17.98
T R F HARDWARE	22251935	09/20/2024	690-4840-62400	Small Tools and Minor Equip	BATTERY		219.00
T R F HARDWARE	22252041	09/20/2024	100-4510-62990	Misc. Operating Expense	SUPER GLUE / COUPLER		20.77
T R F HARDWARE	22252376	09/23/2024	620-4840-62990	Misc. Operating Expense	NUTS / BOLTS / SCREWS		1.30
T R F HARDWARE	22252412	09/23/2024	690-4840-62990	Misc. Operating Expense	POLY TARP		5.49
T R F HARDWARE	22252472	09/24/2024	680-4840-62990	Misc. Operating Expense	FREEZER BAGS - SHIPPING		5.99
T R F HARDWARE	22252687	09/25/2024	100-4210-62990	Misc. Operating Expense	WRENCH / SCREWDRIVER /...		25.86
T R F HARDWARE	22253177	09/30/2024	100-4510-62240	Department Maint & Repair	SPRAYER		29.99
						Vendor T R F HARDWARE Total:	**407.20**
Vendor: THIEF RIVER AUTOMOTIVE LLC							
THIEF RIVER AUTOMOTIVE L...	SO#TR111189	10/07/2024	100-4510-62210	Equipment Maint & Repair	REPROGRAM BRAKE MODU...		120.00
						Vendor THIEF RIVER AUTOMOTIVE LLC Total:	**120.00**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
Vendor: THIEF RIVER FALLS TIMES						
THIEF RIVER FALLS TIMES	SEP 2024 - 878	09/30/2024	100-4150-62010	Office Supplies	SEP 2024 STMT - WINDOW ...	2,177.80
THIEF RIVER FALLS TIMES	SEP 2024 - 878	09/30/2024	100-4315-63590	Printing & Publications	SEP 2024 STMT - LEAF VAC ...	213.00
THIEF RIVER FALLS TIMES	SEP 2024 - 878	09/30/2024	100-4660-63490	Advertising	SEP 2024 STMT - HEARING	41.58
THIEF RIVER FALLS TIMES	SEP 2024 - 878	09/30/2024	100-4670-62990	Misc. Operating Expense	SEP 2024 STMT - SURPLUS ...	142.00
THIEF RIVER FALLS TIMES	SEP 2024 - 878	09/30/2024	610-4880-63490	Advertising	SEP 2024 STMT - ADS / LQR ...	370.00
THIEF RIVER FALLS TIMES	SEP 2024 - 878	09/30/2024	820-4890-63590	Printing & Publications	SEP 2024 STMT - ?ACTUARY...	225.25
					Vendor THIEF RIVER FALLS TIMES Total:	**3,169.63**
Vendor: TK ELEVATOR CORP						
TK ELEVATOR CORP	ACIA-293OWTH	09/11/2024	100-4560-65200	Buildings and Structures	50% DOWNPAYMENT - CAR...	35,197.19
					Vendor TK ELEVATOR CORP Total:	**35,197.19**
Vendor: TROY MERCIL CONSTRUCTION LLC						
TROY MERCIL CONSTRUCTI...	795	09/21/2024	820-4890-63030	Contracts Expense	OPEN/CLOSE FEE - ROSE B...	800.00
TROY MERCIL CONSTRUCTI...	797	09/27/2024	820-4890-63030	Contracts Expense	OPEN/CLOSE FEE - HARRIET...	800.00
TROY MERCIL CONSTRUCTI...	798	09/28/2024	820-4890-63030	Contracts Expense	OPEN/CLOSE FEE - LAWREN...	800.00
					Vendor TROY MERCIL CONSTRUCTION LLC Total:	**2,400.00**
Vendor: TYLER TECHNOLOGIES INC						
TYLER TECHNOLOGIES INC	025-481544	09/30/2024	100-4315-63060	Credit Card Fees	3RD QTR CC TRANSACTIONS	621.00
TYLER TECHNOLOGIES INC	025-481544	09/30/2024	620-4890-63060	Credit Card Fees	3RD QTR CC TRANSACTIONS	1,449.00
TYLER TECHNOLOGIES INC	025-481544	09/30/2024	680-4890-63060	Credit Card Fees	3RD QTR CC TRANSACTIONS	414.00
TYLER TECHNOLOGIES INC	025-481544	09/30/2024	690-4890-63060	Credit Card Fees	3RD QTR CC TRANSACTIONS	1,656.00
TYLER TECHNOLOGIES INC	025-481980	09/30/2024	100-4315-63060	Credit Card Fees	3RD QTR SM PORTAL TRAN...	0.47
TYLER TECHNOLOGIES INC	025-481980	09/30/2024	620-4890-63060	Credit Card Fees	3RD QTR SM PORTAL TRAN...	1.08
TYLER TECHNOLOGIES INC	025-481980	09/30/2024	680-4890-63060	Credit Card Fees	3RD QTR SM PORTAL TRAN...	0.31
TYLER TECHNOLOGIES INC	025-481980	09/30/2024	690-4890-63060	Credit Card Fees	3RD QTR SM PORTAL TRAN...	1.24
					Vendor TYLER TECHNOLOGIES INC Total:	**4,143.10**
Vendor: ULINE						
ULINE	183451576	09/23/2024	100-4194-62990	Misc. Operating Expense	CORD COVERINGS	158.27
					Vendor ULINE Total:	**158.27**
Vendor: UNITED STATES PLASTIC CORP						
UNITED STATES PLASTIC CO...	7474687	09/23/2024	620-4850-62220	Plant Equip Maint & Repair	PARTS - CHEMICAL FEED	1,326.97
					Vendor UNITED STATES PLASTIC CORP Total:	**1,326.97**
Vendor: VENUWORKS INC						
VENUWORKS INC	19705	09/26/2024	100-4670-62990	Misc. Operating Expense	VENUWORKS PTO PAYOUT -...	24,504.00
					Vendor VENUWORKS INC Total:	**24,504.00**
Vendor: WASTE MASTERS LLC						
WASTE MASTERS LLC	447	09/30/2024	690-4840-62990	Misc. Operating Expense	DISPOSAL FEE - TV'S / MONI...	35.00
WASTE MASTERS LLC	448	09/30/2024	100-4315-63030	Contracts Expense	GARBAGE TIPPING FEES - SE...	25,193.62
WASTE MASTERS LLC	49X00253	09/30/2024	100-4315-63030	Contracts Expense	DOWNTOWN COLLECTION -...	162.50
					Vendor WASTE MASTERS LLC Total:	**25,391.12**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
Vendor: WESTSIDE MOTORS OF TRF INC						
WESTSIDE MOTORS OF TRF ...	109783	09/27/2024	620-4850-62210	Equipment Maint & Repair	VISOR ' '21 RAM PICKUP	107.00
WESTSIDE MOTORS OF TRF ...	109785	09/27/2024	620-4850-62210	Equipment Maint & Repair	FILTER - '21 RAM PICKUP	33.35
WESTSIDE MOTORS OF TRF ...	27907	09/03/2024	620-4840-62120	Gas-Oil-Lube	OIL CHANGE / FILTERS / CA...	208.18
WESTSIDE MOTORS OF TRF ...	27985	09/10/2024	100-4210-62120	Gas-Oil-Lube	OIL CHANGE	62.49
WESTSIDE MOTORS OF TRF ...	27985	09/10/2024	100-4210-62210	Equipment Maint & Repair	BRAKE INSPECTION / AIR FIL...	67.00
WESTSIDE MOTORS OF TRF ...	28019	09/12/2024	100-4210-62210	Equipment Maint & Repair	BRAKES / ROTORS	393.80
WESTSIDE MOTORS OF TRF ...	28166	09/24/2024	100-4210-62210	Equipment Maint & Repair	NEW STARTER	1,188.42
					Vendor WESTSIDE MOTORS OF TRF INC Total:	**2,060.24**
Vendor: WIDSETH SMITH NOLTING ASC INC						
WIDSETH SMITH NOLTING ...	233427	09/24/2024	820-4890-63030	Contracts Expense	PROF SRVCS - STAKING / SG...	370.00
WIDSETH SMITH NOLTING ...	233428	09/24/2024	690-4890-63030	Contracts Expense	PROF SRVCS - CHALLENGER ...	788.75
WIDSETH SMITH NOLTING ...	233429	09/24/2024	505-4680-65920	Work in Process - Eng/Archt...	PROF SRVCS - MULTI USE T...	472.50
WIDSETH SMITH NOLTING ...	233733	09/26/2024	260-4680-65920	Work in Process - Eng/Archt...	PROF SRVCS - NETTING PRO...	948.76
					Vendor WIDSETH SMITH NOLTING ASC INC Total:	**2,580.01**
Vendor: ZAVORAL & SONS INC						
ZAVORAL & SONS INC	5756	09/30/2024	100-4312-62240	Department Maint & Repair	HOT MIX - STREET REPAIRS	4,050.00
					Vendor ZAVORAL & SONS INC Total:	**4,050.00**
					Grand Total:	**241,498.13**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	128,868.86
260 - MULTI-EVENTS CENTER FUND	948.76
505 - 2024 ST AND UTILITY PROJECT	472.50
515 - CHIEFS COULEE	24,635.00
610 - LIQUOR DISPENSARY	1,616.41
620 - WATER UTILITY FUND	41,419.51
630 - ARENAS - OAK VIEW GROUP	100.13
670 - STORM WATER UTILITY FUND	2,733.03
680 - WASTEWATER UTILITY FUND	3,770.23
690 - ELECTRIC UTILITY FUND	33,838.45
820 - GREENWOOD CEMETERY FUND	3,095.25
Grand Total:	**241,498.13**

Account Summary

Account Number	Account Name	Expense Amount
100-4150-62010	Office Supplies	2,177.80
100-4150-63030	Contracts Expense	324.47
100-4160-63040	Legal Fees	7,850.00
100-4192-63020	Computer Maintenance…	3,785.22
100-4194-62230	Building Maint & Repair	21.58
100-4194-62990	Misc. Operating Expense	323.53
100-4210-62010	Office Supplies	51.84
100-4210-62120	Gas-Oil-Lube	1,908.18
100-4210-62210	Equipment Maint & Repa..	1,649.22
100-4210-62990	Misc. Operating Expense	237.80
100-4210-63100	Animal Control	1,470.00
100-4210-64330	Dues and Subscriptions	668.77
100-4220-62120	Gas-Oil-Lube	73.34
100-4220-62210	Equipment Maint & Repa..	7.98
100-4220-62990	Misc. Operating Expense	43.18
100-4220-63020	Computer Maintenance…	161.54
100-4240-63030	Contracts Expense	10,428.07
100-4240-64390	Building Permit Surcharge	1,050.11
100-4312-62020	Computer Supplies	250.00
100-4312-62210	Equipment Maint & Repa..	55.96
100-4312-62240	Department Maint & Re…	4,050.00
100-4312-62880	Personal Protective Equi…	265.64
100-4312-62990	Misc. Operating Expense	76.00
100-4312-63020	Computer Maintenance…	56.95
100-4312-63030	Contracts Expense	2,969.50
100-4315-62210	Equipment Maint & Repa..	381.26
100-4315-62990	Misc. Operating Expense	104.75

Account Summary

Account Number	Account Name	Expense Amount
100-4315-63030	Contracts Expense	25,356.12
100-4315-63060	Credit Card Fees	621.47
100-4315-63590	Printing & Publications	213.00
100-4510-62020	Computer Supplies	250.00
100-4510-62120	Gas-Oil-Lube	57.55
100-4510-62210	Equipment Maint & Repa..	637.54
100-4510-62240	Department Maint & Re…	216.65
100-4510-62990	Misc. Operating Expense	28.26
100-4510-63210	Communication Expense	104.50
100-4550-62990	Misc. Operating Expense	22.26
100-4560-63210	Communication Expense	40.39
100-4560-65200	Buildings and Structures	35,197.19
100-4650-62020	Computer Supplies	484.57
100-4650-63020	Computer Maintenance…	111.59
100-4650-63030	Contracts Expense	247.50
100-4660-63030	Contracts Expense	150.00
100-4660-63490	Advertising	41.58
100-4670-62990	Misc. Operating Expense	24,646.00
260-4680-65920	Work in Process - Eng/Ar…	948.76
505-4680-65920	Work in Process - Eng/Ar…	472.50
515-4680-65920	Work in Process - Eng/Ar…	24,635.00
610-4840-62020	Computer Supplies	844.58
610-4840-62990	Misc. Operating Expense	69.51
610-4850-62230	Building Maint & Repair	163.78
610-4880-63490	Advertising	370.00
610-4890-63020	Computer Maintenance…	168.54
620-4830-63210	Communication Expense	25.84
620-4840-62120	Gas-Oil-Lube	208.18
620-4840-62160	Chemicals	21,725.93
620-4840-62990	Misc. Operating Expense	110.49
620-4850-62200	System Expense	14.98
620-4850-62210	Equipment Maint & Repa..	153.93
620-4850-62220	Plant Equip Maint & Rep…	1,759.01
620-4850-62230	Building Maint & Repair	3,343.13
620-4850-62290	Water Meter Maintenan…	7.99
620-4890-63020	Computer Maintenance…	8,869.95
620-4890-63060	Credit Card Fees	1,450.08
620-4890-63110	Consulting Fees	3,750.00
630-4850-62230	Building Maint & Repair	100.13
670-4850-62210	Equipment Maint & Repa..	1,783.03
670-4890-63030	Contracts Expense	950.00
680-4830-63210	Communication Expense	560.50

Account Summary

Account Number	Account Name	Expense Amount
680-4840-62990	Misc. Operating Expense	139.46
680-4850-62220	Lift Station and Pond Ma…	2,655.96
680-4890-63060	Credit Card Fees	414.31
690-4830-63210	Communication Expense	319.90
690-4840-62120	Gas-Oil-Lube	196.84
690-4840-62400	Small Tools and Minor E…	219.00
690-4840-62420	Computer Equipment	1,715.00
690-4840-62880	Personal Protective Equi…	1,341.73
690-4840-62990	Misc. Operating Expense	290.97
690-4850-62210	Equipment Maint & Repa..	1,882.99
690-4850-62350	Power Plant/Dam Maint	148.37
690-4850-62360	Distribution Maint	137.70
690-4890-63020	Computer Maintenance…	866.99
690-4890-63030	Contracts Expense	19,333.25
690-4890-63060	Credit Card Fees	1,657.24
690-4890-63110	Consulting Fees	5,728.47
820-4840-62880	Personal Protective Equi…	100.00
820-4890-63030	Contracts Expense	2,770.00
820-4890-63590	Printing & Publications	225.25
	Grand Total:	**241,498.13**

Project Account Summary

Project Account Key	Expense Amount
None	241,498.13
Grand Total:	**241,498.13**

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: 10/15/2024

SUBJECT: Approve the Internal Transfer of Nick Olson to Cemetery Technician

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

MOTION TO: To approve the internal transfer of Nick Olson for the position of Cemetery Technician. Nick will be placed at Grade 3 Step 4 at a rate of $28.21 effective October 16, 2024. October 16 will also become his Anniversary Date. The position is a Teamster Union #320 position

BACKGROUND: The Council approved the position be opened on September 17, 2024.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is a budgeted item for 2024.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:
None

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Request for Council Action

DATE: 10/15/2024

SUBJECT: Approve the Employment of Marea Gryskiewicz as GIS Mapping Technician

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

MOTION TO: To approve the employment of Marea Gryskiewicz for the position of GIS Mapping Technician. Marea will be placed at Grade 5 Step 3 at a rate of $32.45 effective November 12, 2024. The position is a Teamster Union #320 position.

BACKGROUND: The Council approved the position be opened on June 4, 2024.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This a budgeted item for 2024.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:
None

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Request for Council Action

DATE: 10/15/2024

SUBJECT: Approve Task Order 17 for the plans and specifications and bid process for the replacement of the CO2 tank at the Water Treatment Plant.

RECOMMENDATION: It respectfully requested to consider approving Task Order 17 with Advanced Engineering and Environmental Services.

MOTION TO: Approve Task Order 17 for the plans and specifications and bid process for the replacement of the CO2 tank at the Water Treatment Plant.

BACKGROUND: The City of Thief River Falls Water Treatment Plant utilizes CO2 for ph stabilization in the water treatment process. The current tank is 40 years old and is in need of replacement and the controls will be upgraded.

KEY ISSUES: The current CO2 tank and controls are in poor condition and need to be replaced. During the last by-annual inspection, it was recommended to replace the outdated tank and controls.

FINANCIAL CONSIDERATIONS: Task Order 17 is for $ 59,700.00 and will be taken from Water Systems reserves.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Wayne Johnson, Water System Superintendent

ATTACHMENTS:

1.	2024 CO2 Task order

Task Order No. 17

In accordance with paragraph 1.01 of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated December 16, 2014 and amended as June 1, 2020 ("Agreement"), Owner and Engineer agree as follows:

1. **Specific Project Data**

A. Effective Date of Task Order: August 28, 2024

B. Owner: City of Thief River Falls

C. Engineer: Advanced Engineering and Environmental Services, LLC

D. Title: WTP CO2 System Replacement ("Project")

Description: This Task Order consists of providing Final Design and Bidding Phase Services for the Project for the City of Thief River Falls. The Final Design Phase Services under this Task Order generally include project management, meetings, communications, and preparing final construction plans and specifications for the project. The project design elements include reviewing CO2 vessel options and preferences with Client; removal of the existing CO2 storage vessel, CO2 pipe connection, and electrical connection; installation of a new CO2 vessel, reconnecting existing electrical; and a temporary CO2 storage vessel, piping, and wiring for use during construction work activity. The Bidding Phase Services under this Task Order generally includes conducting pre-bid and post-bid administration services for the Project. The Scope of Services for the Final Design and Bidding Phase Engineering Services is provided in the following section.

2. **Services of Engineer**

A. The specific services to be provided or furnished by Engineer under this Task Order are:

- The services (and related terms and conditions) set forth in the following sections of Exhibit A, as attached to the Agreement referred to above, such sections being hereby incorporated by reference:

Final Design Phase Services (Exhibit A, Paragraph A.1.03):

Task 1. Project Management, Meetings, and Communication

1. Project Management
   - Engineer shall provide administrative services for the Project including supervision of the project team, review of project costs and billings, preparation of invoices, preparation of monthly status reports, and general correspondence.
2. Meetings
   - Engineer shall conduct remote meetings with the Owner to discuss project status updates and share project data relevant to the design of the Project.

3. Reporting and Communications
    - Engineer will maintain open lines of communication to the Owner including progress reports, project meetings, and telephone and email communications and correspondence for the Project.

Task 2. Prepare final construction plans and specifications for the Project

The design development task includes the preparation final construction plans and general and technical specifications for the Project. The Project includes the design of a replacement CO2 system including CO2 tank selection and coordination with Owner and suppliers, piping, and electrical connection review; and a temporary CO2 system that includes piping, controls, and electrical that will be used during construction activity. The intent of the CO2 tank replacement is to utilize a replacement tank that matches the existing tank footprint, size, wight, electrical and other features to eliminate site modifications and retrofits to the WTP systems. The final design package shall be submitted to the Owner and the Minnesota Department of Health (MDH) for review and approval. To facilitate the completion of the project and for compliance with applicable state regulations, the Engineer shall perform the following tasks:

1. Existing System Review
    - Engineer shall utilize Owner supplied photos and documents to assess the project location; including the existing CO2 System area, temporary CO2 staging location, piping, and electrical system. This Owner provided information will be used to gather preliminary project data and information necessary for use in preparing project documents.

2. Design Kickoff Meeting
    - Engineer shall coordinate, prepare for, and conduct a virtual project design kickoff meeting attended by the Owner and Engineer having a duration of up to one (1) hour. The Design Kickoff Meeting shall be conducted to:
        - Discuss the goals and objectives of the project, review the schedule, and provide a general overview of the entire project
        - Identify critical path items
        - Discuss delegation of project responsibilities
        - Discuss the Owner supplied documents, site constraints, and the intended approach for the design

3. Prefinal Design Plans and Specifications
    - Engineer shall submit to the Owner Prefinal construction plans and specifications for the Project. At the Prefinal Design completion stage, plans and specifications shall be submitted to the Owner for comment. Design concerns expressed by interested parties shall be noted and forwarded as written comments to the Engineer. Tasks of the Prefinal Design include:
        - Preparing plans showing the temporary CO2 feed system location, demolition sheets of the existing CO2 system, and proposed layout of new CO2 system.
        - Completing all front-end documents based on Owner funding of the project (no state or federal funding)
        - Completing all technical specification sections
        - Completing all drawings
        - Completing an Opinion of Total Probable Project Costs
4. Prefinal Design Submittal
    - The Engineer shall submit to the Owner a digital copy of a Prefinal Design Submittal, which will include:
        - completed drawings for the Project
        - completed specification sections
        - an Opinion of Total Probable Project Costs

5. Prefinal Design Review Meeting
    - The Engineer shall coordinate, prepare for, and conduct a virtual project team meeting attended by the Owner and Engineer having a duration of up to one (1) hour to discuss technical aspects of the design prior to the initiation of the Final Design. The Prefinal Design Review meeting shall be conducted to:
        - Identify construction critical path items
        - Review equipment cut-sheets
        - Review plan/layout sheets
        - Review project schedule
        - Review bid procedure and contract documents
        - Submit all general specifications (advertisement for bids, instructions to bidders, bid forms, measurement and payment forms, bid bonds, notice of award, performance and payment bonds, general and supplementary conditions, etc.) to the Owner for review and approval
        - Review all drawings and specifications and submit to Owner
        - Set final dates for advertising and bidding
6. Final Design Submittal
    - Engineer shall submit to the Owner construction plans and specifications which are to address a final design of not less than 100 percent completion design efforts for the Project. A final Opinion of Total Probable Project Costs shall accompany the final submittal and shall reflect 100 percent completion design. The following tasks shall be performed as part of, or in concert with, the Final Design Submittal during the final design phase:
        - Furnish for review by Owner, its legal counsel, and other advisors, one digital copy of the final plans and specifications, assembled final drafts of other Construction Contract Documents, the final bidding-related documents, and other completed Final Design Phase deliverables, and review them with Owner, as applicable. Within 10 days of receipt, Owner shall submit to Engineer any comments regarding the furnished items, and any instructions for revisions
        - Submit final plans and specifications to Owner and MDH for approval
        - Submit a final Opinion of Total Probable Project Costs

Bidding Phase Services (Exhibit A, Paragraph A.1.04):

Task 1. Pre-Bid and Post-Bid Administration Services for the Project

The additional tasks or deliverables to be provided in the Bidding Phase consists of providing bidding support services including communication with Owner's representatives, bidders, suppliers, and others; providing addenda and clarifications to the bidding documents; coordinate virtual bid opening and tabulating the bids; providing a recommendation for awarding construction contracts; and assembling the required construction contract award documents.

1. Pre-Bid Administration
    - Pre-bid administration services will be provided to assist the Owner in soliciting bids for construction, responding to plan holder questions, preparing and certifying addenda for distribution, and coordinating virtual bid opening.

2. Post-Bid Administration
    - Post-bid administration services will include reviewing the bids for errors and discrepancies, preparing a recommendation letter to the Owner's City Council, and preparing Notice of Award to the successful contractor.

B. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

3. **Additional Services**

A. Additional Services that may be authorized or necessary under this Task Order are:

- Those services (and related terms and conditions) set forth in Paragraph A.2.01 of Exhibit A, as attached to the Agreement referred to above, such paragraph being hereby incorporated by reference.

4. **Owner's Responsibilities**

A. Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, subject to the following:

- Designate a person to act as Owner's representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, and interpret and define Owner's policies and decisions with respect to services for the Assignment.
- Be responsible for reviewing and attending all meetings; identifying key Owner's staff to attend meetings and work with Engineer; and review and provide comments on plans and specifications, as required.
- Provide all criteria and full information as to Owner's requirements for the Final Design and Bidding Phase Services.
- Provide drawings, specifications, and data on the existing WTP facility and other features necessary for use during final design.
- Provide Engineer access to the sites, as necessary, to verify information for plans and specifications.
- Pay for advertisements for bids, plan review fees, and other miscellaneous costs.
- Pay for geotechnical exploration services.

5. **Times for Rendering Services**

Phase	Estimated Completion Date
Task Order Approval	October 2, 2024
Final Design	
Pre-Final Design Submittal and Review	November, 2024
Final Design Submittal and Review	December, 2024
Bidding Phase	January, 2025

6. **Payments to Engineer**

A. Owner shall pay Engineer for services rendered as follows:

Category of Services	***Compensation Method***	***Lump Sum, or Estimate of Compensation for Services***
Final Design Phase	*Hourly*	*$49,800*
Bidding Phase	*Hourly*	*$9,900*

B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

Compensation items and totals based in whole or in part on Hourly Rates are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered. Engineer shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

6. **Consultants:** None.

7. **Other Modifications to Agreement:** None.

8. **Attachments:** None.

9. **Documents Incorporated By Reference:** None.

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is October 2, 2024.

OWNER:		ENGINEER:	Ryan Grubb Ryan Grubb (Sep 20, 2024 15:08 CDT)
By:		By:	
Name:		Name:	Ryan Grubb, PE
Title:		Title:	Operations Manager
By:			
Name:			
Title:			

DESIGNATED REPRESENTATIVE FOR TASK ORDER:		DESIGNATED REPRESENTATIVE FOR TASK ORDER:	
Name:	Wayne Johnson	Name:	Richard Wagner, PE
Title:	Water Systems Superintendent	Title:	Senior Project Manager
Address:	PO Box 528 Thief River Falls, MN 56701-0528	Address:	4170 28th Ave South Fargo, ND 58104
E-Mail Address:	wjohnson@citytrf.net	E-Mail Address:	Richard.Wagner@ae2s.com
Phone:	(218) 681-3809	Phone:	(701) 364-9111

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: 10/15/2024

SUBJECT: Replacement of Depot Front Doors

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

MOTION TO: Approve the bid amount of $19,421.00 from Thief River Glass for the replacement of the front doors to the Depot Building/City Hall.

BACKGROUND: The bottoms of the front doors to the Depot/City Hall have rusted out. Maintenance has done a temporary fix with HVAC duct tape to keep the bottoms from falling and catching which does not allow the doors to close completely.

KEY ISSUES: These doors will be all aluminum so they will not rust. They will be green in color and will have brass-colored panic bar and hardware in keeping with the historic look of the Depot. These doors are prepped for keyless entry. In an email with the Historical Architect from the State Historic Preservation Office she stated, "As this is a modern addition we're discussing, we are just looking for it to be compatible with the historic. Replacement on this non-historic addition is fine, but we just want to make sure it "fits in". In other words, just don't do something distracting."

FINANCIAL CONSIDERATIONS: Funding for this project will come from capital improvement funds.

LEGAL CONSIDERATION:

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

ATTACHMENTS:

1.	Depot Front Door Bid Prepped for Card Access

Thief River GLASS Inc.

PROPOSAL

418 Atlantic Ave. N.
Thief River Falls, MN 56701
218-681-1333
FAX 218-681-0667

PROPOSAL SUBMITTED TO:

NAME: City of Thief River Falls
ADDRESS: TRF, MN

PHONE: 218.684.2276 – Richard Baker
JOB NAME: Depot Front Door Replacement / Prep For Card Access Option
DATE: September 17, 2024

Demo, Supply and Install :

- One new 6' X 7' Pair of Aluminum Commercial Doors
- Green Finish Doors / Dark Bronze Finish Hardware
- Insulated LowE Tempered Glass
- Von Duprin 99 Electrified Panic Bars
- Von Duprin Keyed Removable Mullion
- Von Duprin Power Transfers
- Von Duprin Power Supply
- One Heavy Duty Door Closer on LHO Door
- One Nabco GT 8710 Automatic Operator on RHO Door
- Spray foam, Caulking and Weathering as Required

Price includes all tax, labor and materials Total : $ 19,421.00

We hereby propose to furnish labor and materials—complete in accordance with the above specifications, for the sum of: with payment to be made as follows: Payable upon completion
All materials are guaranteed to be as specified. All work to be completed in a manner according to standard practices. Any alteration of deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control, unless specified above. Interior trim work is the responsibility of others. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature ____Dalton Fredrickson_____
Note: This proposal may be withdrawn by us if not accepted within ____30_____days.
**Quoted prices are for installation in openings prepared by others unless specified otherwise.*

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

ACCEPTED: Signature _____

Date _____ Signature _____

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: 10/15/2024

SUBJECT: Approve a Commercial Energy Renovation Loan to the Legends Building.

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

MOTION TO: Approve a Commercial Energy Renovation Loan in the amount of $70,000 at a 2 percent interest rate for a period not to exceed 84 months from the City's Revolving Loan Fund to Barry Dowers, the Legends Building

BACKGROUND: The Community Development Advisory Board met at noon on Wednesday, October 9, 2024, to review and discuss the application request from Barry Dowers, the Legends Building, 212 Atlantic Avenue, for a Commercial Energy Renovation Loan through the City of Thief River Falls' Revolving Loan Fund. The requested loan amount is $70,000 for the replacement of a section of the building's roof.

After reviewing the application, the CDAB members voted unanimously to recommend that the City Council approve a Commercial Energy Renovation Loan in the amount of $70,000 at a 2 percent interest rate for a period not to exceed 84 months.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The terms of the loan are $70,000 at 2% interest for 84 months. Monthly payments with be made via ACH.

LEGAL CONSIDERATION: The City Attorney' office will handle the execution of all the necessary loan paperwork and dispense the funds to the applicants.

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

ATTACHMENTS:
None

City of Thief River Falls

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Thief River Falls MN 56701-0528

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Request for Council Action

DATE: 10/15/2024

SUBJECT: Interim Use Permit Request – Lisa Robson Properties, LLC

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

MOTION TO: Approve an Interim Use Permit application by Lisa Robson Properties, LLC to change the current use of her building at 1302 Greenwood Street West, Thief River Falls, Minnesota from an industrial use as a bakery and catering business to a commercial office rental use.

BACKGROUND: Evergreen Catering and Bakery has ceased operations at their facility located at 1302 Greenwood Street West, Thief River Falls, Minnesota. Owner Lisa Robson, Lisa Robson Properties, is interested in converting the building to office space and leasing it to a legal entity.

The Property is legally described as follows:

Lot 1, Block 2 of Gilbert Industrial Addition.

KEY ISSUES: This is a unique building, built for a specific business. The owner has ceased operating her business, Evergreen Catering and Bakery. She has a party interested in renting the space for offices and would like to convert the building to office space and lease it to said party.

The parcel is zoned Industrial

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION: A Public Hearing was held on Tuesday, October 8, 2024, by the Planning Commission to review this request. The Planning Commission subsequently approved the request and forwarded it on to the Planning Commission and City Council for approval.

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

ATTACHMENTS:

1.	Robson IUP Application & Checklist
2.	Lisa Robson Properties Interim Use Permit Application

Application To Planning Commission/BOZA

City of Thief River Falls
Community Services
405 3rd Street East – P.O. Box 528
Thief River Falls, MN 56701
218-681-8506

☐ **REZONING** (Fee $150.00)
☐ **APPEALS** (Fee $150.00)
☐ **VARIANCE** (Fee $150.00)
☐ **LAND SUBDIVISION** ($300.00)
~~☐~~ **CONDITIONAL USE PERMIT** (Fee $150.00)
☒ **INTERIM USE PERMIT** (Fee $150.00)

Applicant

Name		Phone #	
Lisa W. Robson		(218) 686-7331	
Address	**City**	**State**	**Zip**
PO Box 602	Thief River Falls	MN	56701

Property Owner *(if different from Applicant)*

Name		Phone #	
Lisa Robson Properties, LLC		(218) 686-7331	
Address	**City**	**State**	**Zip**
1302 W. Greenwood	Thief River Falls	MN	56701

Approximate Location of Property

Address	Legal Description
1302 W. Greenwood TRF	Gilbert Industrial Park, Lot 1, Block 2
Present Zoning Classification	**Present Use**
Industrial	Catering and Bakery

Description of Request

I would like to request approval to change the use of my current building from its existing designation as bakery and catering to office space.

Lisa W Robson — 9/18/24
Property Owner Signature *(required)* — Date

Lisa W Robson — 9/18/24
Applicant Signature — Date

Review *(For office use only)*

Date of Publication	Date on Planning Commission Agenda
9/25/2024	10/8/2024

Action Taken By Commission:

Action Taken By City Council:

City Council Resolution / Ordinance Number

Fee Paid $150.00 Paid 9/18 ck# 66646

rintable page

ARCEL ID: 2509501120
ISA ROBSON PROPERTIES LLC

ROLL: REAL PROPERT
1302 GREENWOOD ST '

arcel

ssessment Year:	2024
ay Year:	2025
roperty Address:	1302 GREENWOOD ST W
ity:	THIEF RIVER FALLS
tate:	MN
ip:	56701
larket NBHD:	00000000 - N/A
lass:	233 – 3A COMMERCIAL LAND AND BUILDING
and Use Code:	1500 – MISC COMMERCIAL
eeded Acres	0
lat:	25095-GILBERT INDUSTRIAL ADDITION
ot	001
lock	002
ection-Twp-Range	–
ax District:	2501 - CITY OF THF RVR FLLS
own/City	010600 - THIEF RIVER FALLS
chool District:	020564 - SCHOOL DISTRICT 564
IF Project #	-

arcel Status

omestead	N ? Non-Homestead
elative Homestead	N

egal

ILBERT INDUSTRIAL ADDITION LOT-001 BLOCK-002

urrent Taxpayer Details

wner Code:	PRI - PRIMARY OWNER
wner #:	14031
wner Name 1:	LISA ROBSON PROPERTIES LLC
wner Name 2:	
are Of:	
lailing Address:	PO BOX 602
ity/State/Zip:	THIEF RIVER FALLS, MN 56701

ales

ale Date	Sale Price	ECRV #	Instr. #	Grantor/Seller	Grantee/Buyer
6/10/2014	28,200	635310		THIEF RIVER FALLS JOBS INCORPORATED	EBA PROPERTIES LLC

ale Details

strument Type:	Warranty Deed
rantor/Seller:	THIEF RIVER FALLS JOBS INCORPORATED
rantee/Buyer:	EBA PROPERTIES LLC
strument/Sale Date:	06/10/2014
ransfer Date:	06/10/2014
ecorded Date:	06/17/2014
uditor/Accept Date:	
nproved/Vacant:	V - Vacant
tate Validity Code	-
ale Property Use:	37 - AG 2a BARE LAND (<34.5)
RV #:	5311
CRV #	635310
ocument #:	

CHECKLIST FOR INTERIM USE REQUEST

- **Applicant (Name/Address/Tel):** Lisa Robson, Lisa Robson Properties, LLC, 1302 Greenwood Street West, Thief River Falls, MN 56701.
- **General location of the request:** 1302 Greenwood Street West, Thief River Falls, MN 56701.
- **Proposed use and/or zoning:** Office Space / C-2
- **Dimension of the request:** **Frontage -** 155' **Depth -** 155'
- **Area of property in request:** **Sq. Feet -** 81,893 **Acres –** 1.88
- **Existing characteristics:** **Zoning -** I2 – General Industrial **Use:** Bakery & Cateering Busines
  Conforming - No **Non-Conforming -** Yes
- **Adjacent land use:** DigiKey & Arctic Cat to the North, Arctic Cat test track to the East, open industrial park land to the West, and South and Northwest Beverage and Eidelbes Construction to the south.
- **Adjacent zoning districts:** The location is bordered in all directions by Light Industrial District (I-2 General Industrial).
- **Characteristics of soils:** According to the "Pennington County Soil Survey," soils are predominantly Clearwater Clay. Clearwater Clay consists of nearly level, poorly drained soils in plane or slightly concave basins on glacial lake plains.

0. **Can the property be adequately serviced by: A. Storm and sanitary sewer?** Yes
   B. Water and electrical? Yes
   C. Easement size?

   Is the proposed Special Use consistent with the Comprehensive Plan? No

1. **Have other pertinent segments of the Comprehensive Plan been considered?** Yes.

3. **Does the property provide, either now or potentially, enough area for adequate off-street parking?** Yes.

   A. **Will off-street parking be located in the side yard area or the rear yard area?** Side yard.

   B. **Will off-street parking be suitably screened from view?** N/A

   C. **Is there adequate room on the property for loading space(s)?** N/A

4. **If it is a heavy industry, is it readily available to a major thoroughfare and rail lines?** NA.

5. **Should screening be provided along the boundaries of this property?** N/A

6. **Are screened storage and trash areas provided?** N/A

7. **Are vehicular accessways adequate?** Yes

8. **Will the use impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district?** No.

9. **Can it be found that there is a public necessity for the Special Use?** Yes

0. **What is the general character of the neighborhood?** The area is primarily general industrial.

1. **Are Wetlands or Shore land impacted by this request?** No

:OMMENTS:
1s. Robinson has ceased her operation of Evergreen Catering and Bakery and would like to convert he xisting building to office space and lease it to a governmental agency. This building was built pecifically for a catering and bakery business and is not really designed for industrial use.

CRITERIA FOR GRANTING INTERIM USE PERMITS

. The establishment, maintenance, or operation of an interim use will not be detrimental to or endanger the public health, safety, morals, or general welfare.

. The interim use will not create an excessive burden on existing parks, schools, streets, and other public facilities and services which serve or are proposed to serve the area.

. The interim use will be sufficiently compatible with or separated by distance or screening from adjacent Agriculture or Residential zoned or used land.

. The structure and site shall have an appearance that will not have an adverse effect upon adjacent agricultural or residential zoned or used land.

. The interim use is related to the overall needs of the city and to existing land use.

. The interim use is consistent with the purpose of this Chapter and requirements of the Zoning District.

. The Interim use is not in conflict with the Comprehensive Plan.

. Adjacent business will not be adversely affected because of curtailment of customer trade brought on by the intrusion of noise, glare, or general unsightliness.

NOTICE OF HEARING
PLANNING COMMISSION
CITY OF THIEF RIVER FALLS

Notice is hereby given pursuant to Chapter 152 of the Thief River Falls ("City") City Code that Lisa Robson Properties, LLC, 1302 Greenwood Street West, Thief River Falls, MN 56701 has applied for an Interim Use Permit for the purpose to convert her business from an industrial use as a bakery and catering business to a commercial office rental use. The property is described as follows:

Lot 1, Block 2 of Gilbert Industrial Addition, Thief River Falls, Minnesota

Notice is further given that the Planning Commission will conduct a hearing on the Interim Use Permit Application at 5:00 p.m. on Tuesday, October 8, 2024, in the City Council Chambers, 405 Third Street East, Thief River Falls, MN. All persons wishing to comment on the Conditional Use Permit Application will have the option to be heard at that time. Persons who wish to submit written comments prior to the Hearing or who have questions should address them to the office of the Zoning Administrator, City Hall, P.O. Box 528, Thief River Falls, MN 56701, or telephone 218-681-8506.

If you have a disability and need accommodation in order to attend this hearing, please contact the Zoning Administrator at the above address or phone number.

Dated this 20st day of September 2024

CITY OF THIEF RIVER FALLS

/s/ Richard Baker
Zoning Administrator

Published in the Wednesday, September 25, 2024, edition of The Times.

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: 10/15/2024

SUBJECT: Amendment to City Code Chapter 152.02 Buildings Permits Required

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

MOTION TO: Call for second 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.

BACKGROUND: Currently City Code Section 152.02 – 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.

KEY ISSUES: 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.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Rick Beier - Fire Chief

ATTACHMENTS:
None

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Request for Council Action

DATE: 10/15/2024

SUBJECT: Approval to amend City Code Chapter 152.02 Building permits required

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

MOTION TO: Call for approval 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.

BACKGROUND: Currently City Code Section 152.02 – 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.

KEY ISSUES: 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.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Rick Beier – Fire Chief

ATTACHMENTS:
None

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Request for Council Action

DATE: 10/15/2024

SUBJECT: Approval of Internal Transfer of Ben Tureson to Investigator and Brady Meunier to Patrol Officer

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

MOTION TO: To approve the internal transfer of Ben Tureson from task force officer to Investigator (Adult) effective October 16th, 2024. Investigator Tureson's wage shall be $38.83 per hour which is a Grade 8 Step 2 of the Investigator salary schedule. Investigator Tureson will remain a 50% Pine 2 Prairie task force member. Officer Brady Meunier will move back to Patrol effective October 16, 2024 and his wage will be frozen for one year at $38.83 and placed at Grade 6 Step 6 on the pay schedule.

BACKGROUND: Officer Brady Meunier asked to step down as investigator to move back to the patrol. The City Council adopted Resolution No. 09.202.24 authorizing that the position of Investigator to be internally posted to the police department.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is a budgeted position.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Marissa Adam, Chief of Police

ATTACHMENTS:
None

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Request for Council Action

DATE: 10/15/2024

SUBJECT: Approval for the City of Thief River Falls to purchase a new server and software upgrade

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

MOTION TO: Approve for the City of Thief River Falls a new server from Morris Electronics

BACKGROUND: The server that resides at the Electrical building is 6 years old and has an end-of-life processor (Gen 10).

KEY ISSUES:

- The new server will be built to meet our present and future needs.
  - It would replace our existing Active Directory and file server (purchased in 2022) located in City Hall.
- The existing server from City Hall would replace the older server located in the electrical building.
  - The electrical server can be repurposed next year as a SIEM server.

FINANCIAL CONSIDERATIONS: Received 3 quotes ($11,346.06, $13,899.92, $14,499.99). I would recommend the $11,346.06 quote from Morris Electronics. This would come out of the IT Equipment and Supplies budgets. Quotes available at City Administration.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Joanne Olson, Information Technology Coordinator

ATTACHMENTS:
None

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Request for Council Action

DATE: 10/15/2024

SUBJECT: Approve Utility Connection Permit Replacement Costs

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

MOTION TO: To approve material costs for replacement of existing city infrastructure that has been removed when needed to repair or replace a utility connection. New rates are as follows:

Curb and gutter	$65.00 / lineal foot
4” Sidewalk	$18.00 / square foot
4” Asphalt	$60.00 / square yard
Aggregate base	$425.00 lump sum
Aggregate surface	$325.00 lump sum
Boulevard Turf restoration	$200.00 lump sum

BACKGROUND: The city has found better construction and cost stability by hiring concrete and asphalt contractors through city resources. This cost has been charged up front to the customer requesting the utility permit. Construction costs have risen significantly, and those increases need to be accounted for in the issuance of the permit.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The city needs to recover any costs associated with replacement materials needed to fix damaged infrastructure when private utility connections are completed.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:
None

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Request for Council Action

DATE: 10/15/2024

SUBJECT: Approve One-Year Storm Water Utility Rate Increase (for 2025 calendar year)

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

MOTION TO: To approve a one-year Storm Water Utility Rate Increase. The new rate proposal would be $7.00/month for residential properties, $16.50/acre x 2.5 x impervious area of property or for apartment buildings and commercial properties, and $16.50/acre x 1.5 x entire area of property for any properties that had previously been calculated with that method.

BACKGROUND: The previous storm water utility rate was approved in sept. 2023 for the calendar year 2024, and followed consistent incremental increases in years 2021, 2022, 2023, and 2024. The proposed rate increase would be approved for only one year, and is consistent with previous increases. The Residential monthly rates would increase $.50/month and Commercial/Multi-family/Industrial rates would increase $1.00/acre/month, based on applicable formula. The current residential rate and commercial rates are lower than similar comparable sized cities.

KEY ISSUES: The City adopted a storm water utility in 2004 to fund the cost of installing, operating, and maintaining the city's storm sewer system. It also funds related operations such as street sweeping to prevent debris from entering the storm sewer system.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

1.	stormwater rate comparative

Storm Water Utility Rate Comparison

City	Single Family Residential	Apartments, Commercial etc.	Other Information
Thief River Falls	**$6.50**	**B or C (See Below)** B =$15.50/Acre x 2.5 x Impervious Area Property C = $15.50/Acre x 1.5 x Entire Area of Property	**1st 5 Acres 100% of Rate** **2nd 5 Acres 50% of Rate** **Balance %20% of Rate**
Hermantown	$7.00 (No increase in 2024)	Non-residential units - Impervious surface divided by 9,100 sf (REU). The solution will then show how many units to be billed at $7.00/unit	The city has identified 9,100 SF as a Residential Equivalency Unit (REU)
		There is a 25% fee reduction available for rate control and a 25% fee reduction for water quality which a property may qualify for based on the extent of their stormwater system.	
Fergus Falls	$10.00 (was $8.75, inreased in 2024)	Small Commercial: $17.50 (Less than 1/2 Acre)	Large Commercial - Larger than 1/2 Acre = $35.00/Acre of non-permeable surface
Waseca	$7.00 (No increase in 2024)	Waseca uses a rate structure classification chart and multiplying by a utility factor **See attached information**	
Grand Rapids	$8.75 (No inrease in 2024)	Multi-Family $31.98/acre Commercia/Industrial $48.98/acre **See attached information**	
East Grand Forks	$13.00		
Moorhead	$10.31	Multi-Family $10.21/month Commercia/Industrial $10.31/base unit	Base unit is the average impervious surface area associated with a single family residential property

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Request for Council Action

DATE: 10/15/2024

SUBJECT: Approve 6th street land conveyance, C.S.5701(01=033) 001 parcel 1, Pennington County

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

MOTION TO: To approve the agreement of land Conveyance 2023-0004, C.S. 5701 (01=033) 001 Parcel 1 in Pennington County, MN.

BACKGROUND: MNDOT has moved said property to sell and has offered local municipalities the first option of purchase. Location of property has previously been flagged in the Thief River Falls 2040 Comprehensive Plan(land use plan) as possible relocation site of fairgrounds facilities. The Electric Department has expressed interest in the on-site cold storage building for storage of transformers, etc.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The price offered of this conveyance is $45,000.00.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

1.	MN letter of conveyance

Travis Giffen

From: Unbehaun, Brian (DOT) <Brian.Unbehaun@state.mn.us>
Sent: Tuesday, September 17, 2024 10:36 AM
To: Travis Giffen
Subject: Conveyance 2023-0004_Interest Letter
Attachments: 2023-0004_Interest Letter.pdf; 2023-0004_exh Aerial.pdf; 2023-0004_exh Aerial Map.pdf

SECURITY NOTICE:
This email originated from an external sender. Exercise caution before clicking on any links or attachments and consider whether you know the sender. For more information please contact Joanne Olson @ EXT 1150.

Travis,

In response to our conversation this morning, attached is an interest letter and exhibits for Conveyance 2023-0004 MSS 1 in Thief River Falls. I have also sent the original certified mail. If the City will be declining, please do so in writing, mail, or email. If the City is willing the purchase, any communication will be sufficient for me to proceed.

I appreciate you.

Brian Unbehaun
Transportation Specialist | Property Conveyance Unit

Minnesota Department of Transportation
395 John Ireland Boulevard
Saint Paul, MN, 55155
c: 651/788-0309
mndot.gov/

DEPARTMENT OF TRANSPORTATION

DEPARTMENT OF TRANSPORTATION

Office of Land Management
Conveyance Unit MS 632
395 John Ireland Blvd.
Saint Paul, MN 55155

September 17, 2024

Travis Giffen
Director of Public Works, City of Thief River Falls
405 Third Street East
PO Box 528
Thief River Falls, MN 56701

In reply refer to: Conveyance 2023-0004
C.S. 5701 (01=033) 001 Parcel 1
Pennington County, MN

Mr. Giffen,

In our effort to work in partnership with the City of Thief River Falls, a date of December 1, 2024, is being requested to confirm the City's intent to purchase. If no response is received by this date, the parcel will be placed for sale by bid to the public.

If you have questions or concern, please do not hesitate to contact me.

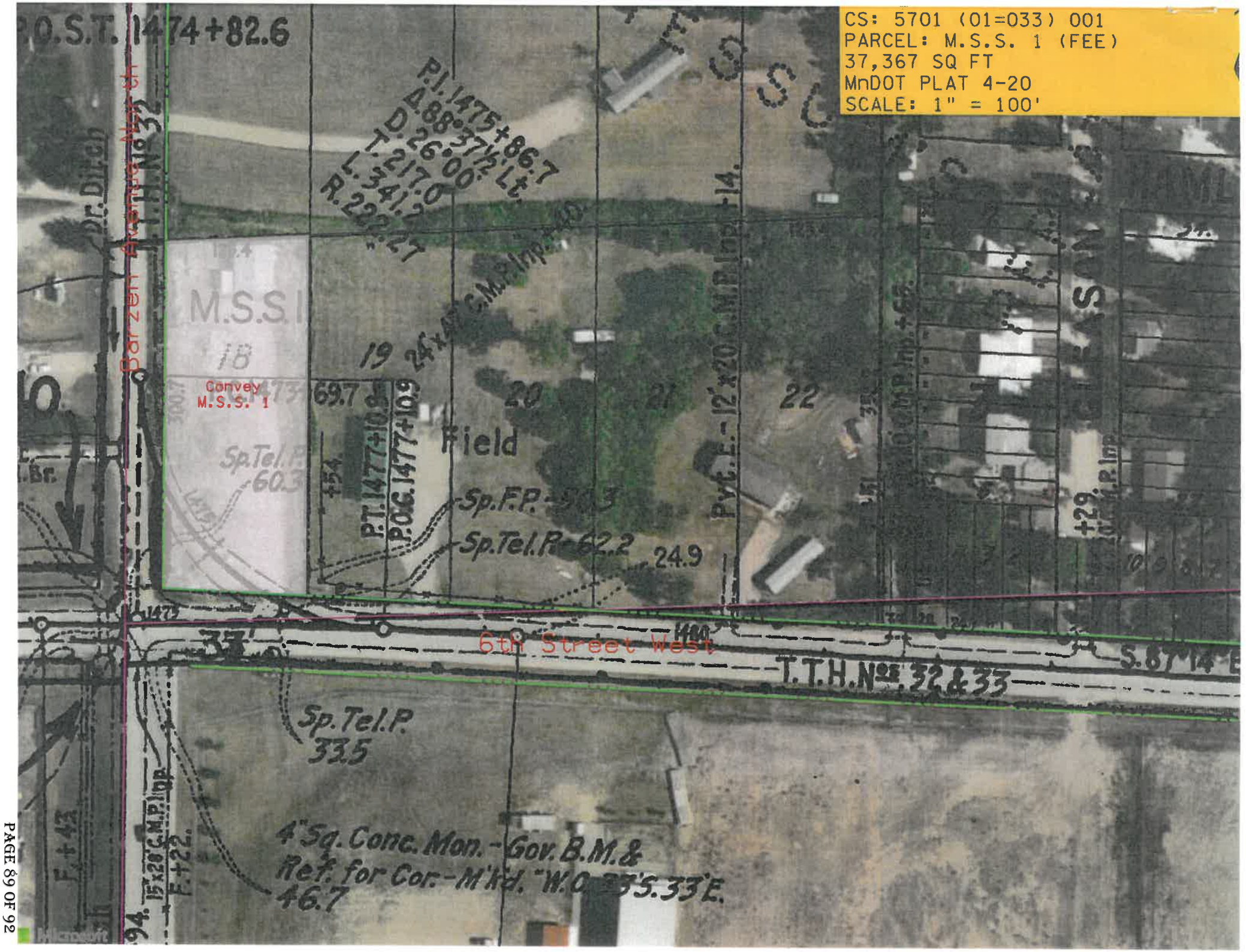
Much appreciated,

Brian Unbehaun

Brian Unbehaun
Transportation Specialist | Property Conveyance Unit
Minnesota Department of Transportation
395 John Ireland Boulevard
Saint Paul, MN, 55155
c: 651/788-0309
mndot.gov/

DEPARTMENT OF TRANSPORTATION

CS: 5701 (01=033) 001
PARCEL: M.S.S. 1 (FEE)
37,367 SQ FT
MnDOT PLAT 4-20
SCALE: 1" = 100'
Barzen Avenue North
Convey
M.S.S. 1
6th Street West


CS: 5701 (01=033) 001
PARCEL: M.S.S. 1 (FEE)
37,367 SQ FT
MnDOT PLAT 4-20
SCALE: 1" = 100'
P.O.S.T. 1474+82.6
Barzen Avenue
T.H. No. 32
Dr. Ditch
P.I. 1475+86.7
D. 88°37½' Lt.
D. 26°00'
T. 217.0
L. 341.2
R. 225.27
M.S.S. 1
18
19
20
21
22
Convey M.S.S. 1
69.7
24'x40' C.M.P. Inp.
Field
P.T. 1477+10.9
P.O.C. 1477+10.9
Sp.F.P.
Sp.Tel.P. 62.2
24.9
Pvt. C.E. - 12'x20' C.M.P. Inp. +14.
+29.
6th Street West
T.T.H. Nos. 32 & 33
S. 87 14' E.
Sp.Tel.P. 33.5
4" Sq. Conc. Mon. - Gov. B.M. &
Ref. for Cor. - M'kd. "W.O. 33" S. 33' E.
46.7
15'x20' C.M.P. Inp.
F. +43
F. +22.
94.

enhancement of the adjoining commercial properties. Through this project, the gateway to the City will be enhanced.

3. The County Fairgrounds fronts on US Highway 59 in this area of the City. The fairgrounds is only a seasonal use located on a prime commercial location. Relocation of fairgrounds and redevelopment of the site may be a future goal of the City to take advantage of the site's locational advantages of the site for commercial land use.

   Pursuit of this redevelopment of the current fairgrounds will only be considered with the following conditions being addressed:

   - Identification of an acceptable fairgrounds alternative site for relocation. The City wishes the site to be in close proximity to Thief River Falls to retain the fair as a major community attraction.
   - The site is ripe for development. The City has a development project that can make redevelopment a timely reality.
   - The costs of property acquisition, relocation, new fairground development, and site preparation, are all considered and can be financed using available redevelopment tools with minimal risk to the City and County.

4. The Ralph Engelstad Ice Arena is located along US Highway 59 in northwestern Thief River Falls. This facility is one of the premier ice arenas in the State of Minnesota. This event facility provides opportunities attracting people regionally to the City. Concerns have been expressed pertaining to the costs of operation and maintenance of the facility. In response to these concerns, the City hopes to expand the use of the facility to more events as a means of generating revenues to cover City costs. Successful management and greater utilization of the Ice Arena may generate the following extraneous benefits for the City:
   - An expanded event schedule that goes beyond hockey and skating will help address the perception that there is nothing to do in Thief River Falls.

CITY OF THIEF RIVER FALLS
INVESTMENT SUMMARY

BANK/BROKER	TYPE AND DESCRIPTION OF SECURITY	PAR	MATURITY DATE	YIELD OR INTEREST RATE	CALL DATE	CURRENT MARKET VALUE
RBC						
Port Houston Auth Tex Harris	Certificate of Deposit - Brokered	$500,000	01-Oct-24	2.25%	**12-Aug-20**	$500,000.00
Morgan Stanley Pvt Bk	Certificate of Deposit - Brokered	$245,000	27-Feb-25	1.80%	**27-Aug-20**	$242,180.05
State Bk India New York NY	Certificate of Deposit - Brokered	$183,000	10-Jun-25	1.05%	**10-Dec-20**	$178,946.55
Federal Home Ln Mtg Corp	Certificate of Deposit - Brokered	$255,000	25-Aug-25	3.50%	**25-Feb-23**	$253,008.45
JPMorgan Chase Bank N A CD CLL	Certificate of Deposit - Brokered	$246,000	30-Sep-25	0.40%	**31-Mar-21**	$237,520.38
Goldman Sachs BK USA New York	Certificate of Deposit - Brokered	$200,000	11-Feb-26	1.00%	**11-Aug-21**	$192,322.00
Vernon Hills Taxable GO	Certificate of Deposit - Brokered	$246,000	30-Mar-26	2.85%	**01-Jul-22**	$245,762.50
BankUnited A Svgs Bk Miami	Certificate of Deposit - Brokered	$249,000	31-Mar-26	0.95%	**30-Jun-21**	$238,402.56
UBS BK USA Salt Lake City UT	Certificate of Deposit - Brokered	$245,000	16-Jun-26	0.85%	**16-Jul-21**	$232,872.50
Inivest Ntl Bk Tr Souderton	Certificate of Deposit - Brokered	$183,000	17-May-27	4.50%	**16-May-23**	$186,202.50
Solutions Bk Forreston Ill	Certificate of Deposit - Brokered	$209,000	22-Sep-28	5.30%	**22-Oct-23**	$209,215.27
Northwest Bk Boise Idaho	Certificate of Deposit - Brokered	$248,000	28-Mar-29	4.65%	**28-Apr-24**	$248,483.60
Bankwest Inc Pierre SD	Certificate of Deposit - Brokered	$248,000	12-Apr-29	4.65%	**12-May-24**	$257,783.60
Defiance Ohio City Sch Dist	Bond - Brokered	$550,000	01-Dec-28	0.00%	**01-Dec-28**	$467,060.00
Fresno Calif Uni School Dist	Bond - Brokered	$300,000	01-Aug-25	0.00%	**01-Aug-25**	$289,197.00
Thief River Falls Minn Indpt	Bond - Brokered	$190,000	01-Feb-27	1.01%	**01-Feb-27**	$177,792.50
		RBC INVESTMENTS				$4,156,749.46
Border State Bank	Certificate of Deposit	$100,000	16-Dec-24	2.09%	**16-Dec-23**	$100,000.00
		BORDER STATE BANK INVESTMENTS				$100,000.00

Western Alliance Bank, CA	Certificate of Deposit - Brokered	$237,250	09-Jul-25	5.312%	$237,250.00
Cornerstone Bank, NE	Certificate of Deposit - Brokered	$240,500	20-Mar-25	5.227%	$240,500.00
4M Term Series, MN	Certificate of Deposit - Brokered	$1,000,000	31-Oct-24	5.352%	$1,000,000.00
4M Term Series, MN	Certificate of Deposit - Brokered	$1,000,000	01-May-25	5.100%	$1,000,000.00
Farmers Ins Group Federal CU, CA	Certificate of Deposit - Brokered	$2,000,000	12-Jan-26	4.304%	$2,000,000.00
		4M INVESTMENTS			$4,477,750.00
		TOTAL CD INVESTMENTS			$8,734,499.46
MONEY MARKET ACCOUNTS					
Piper Jaffray	First American Gov't Obligations Fund			4.480%	$3,505,347.66
RBC	US Govt Money Market Fund				$8,413.15
League of Minnesota Cities	4M Money Market Fund			5.321%	$8,194,385.07
League of Minnesota Cities	4M Plus Fund			5.368%	$28,607.20
League of Minnesota Cities	4M LTD Account				$8,069,663.36
		TOTAL MONEY MARKET SAVINGS			$19,806,416.44
		GRAND TOTAL		**09/30/2024**	$28,540,915.90