THIEF RIVER FALLS CITY COUNCIL
AGENDA
Tuesday, December 17, 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. PUBLIC HEARING

5.1. Street & Utility Improvement - Assessment Hearing December 17th at 5:30 in Council Chambers

6. PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

6.1. Presentation: Honoring Mayor Holmer for 10 years of dedicated service to the City of Thief River Falls and Anthony Bolduc for his commitment to City Council.

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

8. CONSENT AGENDA - ***These items are considered routine in nature and are approved with one motion without discussion/debate. The Mayor will ask if any Council member wishes to remove an item and place it on the regular agenda for discussion and consideration. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.***

8.1. Approval of December 3, 2024 Council Proceedings (4-18)

8.2. City of Thief River Falls Bills and Disbursements (19-67)

9. NEW BUSINESS

9.1. Adopt the City of Thief River Falls Final 2025 Budget (68)

9.2. Approval of 2025 Tax Levy (69)

9.3. Approval To Process Year-End Accounts Payable Through December 31, 2024 (70)

9.4. Approve Uncollectible Utility Account Write-offs (71-74)

9.5. Approval to Write Off Falls Liquor Store NSF Checks (75-76)

9.6. Water Treatment Plant CO2 Tank Replacement Project (77-86)

9.7. 2025 Water Treatment Plant Chemical Bids (87-89)

9.8. Approval of the MN State Joint Powers Agreement with the MN Internet Crimes Against Children Task Force (ICAC task force) (90)

9.9. Approve Retail Market Study (91-100)

9.10. Approval of Single Family Residential Tax Abatements (101-102)

9.11. Approval to appoint William Puppe as Public Works Team Lead (103)

9.12. Approve the Employment of Arne Rantanen as Public Works Maintenance Worker (104)

9.13. Approve the Employment of Jeffrey Schneider as Public Works Maintenance Worker (105)

9.14. Resolution for the City of Thief River Falls, to Act as a Sponsoring Agency for the construction project, 1st St. Lincoln High School multi-use trail connection (106-108)

9.15. Approve Agreement to Maintain Facility- 1st St. Lincoln High School multi-use trail connection (109)

9.16. 2024 Street and Utilities Improvements – Assessment Roll (110)

9.17. Approval of certification of unpaid grass mowing/weed trimming/tree removal charges to property owners' 2025 property tax (111-112)

9.18. Approve Engineering Services (113)

9.19. Approve the Artificial Intelligence Policy For the City of Thief River Falls (114-117)

9.20. Approve Scanner PC purchase (118-121)

9.21. Approve the Additional Sanitation bag levels (122)

9.22. Approve re-appointment of John Syvertson to the Housing & Redevelopment Authority Board (123)

9.23. Approve re-appointment of Merle Lorenson, LeeAnn Nelson and Rick Reierson to the Planning Commissions Board (124)

9.24. Approval to Designate the Ralph Engelstad Arena as The City of Thief River Falls Polling Place for All Precincts for 2025 Elections (125)

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

11. UPCOMING MEETINGS

11.1. City Council Meeting - January 7th at 5:30 p.m.

11.2. Special Meeting: Ward 3 Candidate Interviews - January 9th at 5:30 pm

11.3. Public Utilities Committee - January 13th at 7:00 a.m.

11.4. Public Safety/Liquor Committee - January 13th at 4:30 p.m.

11.5. Administrative Services Committee - January 14th at 4:30 p.m. Room 201 City Hall

11.6. Public Works Committee - January 15th at 4:30 p.m.

11.7. City Council Meeting - January 21st at 5:30 p.m.

12. INFORMATIONAL ITEMS

12.1. November 2024 Investment Summary (126-127)

13. ADJOURNMENT

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

City Council Meeting Minutes

Tuesday, December 3, 2024

CALL TO ORDER

This meeting is officially called to order at 5:30 pm on December 3, 2024. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

- Retirement Plaque Presentation - Trevor Swanson, Volunteer Fire Fighter
- Megan Maloney, Executive Director, *Visit TRF* - 2025 Budget Presentation

APPROVE AGENDA

Councilmember Jason Aarestad motioned, being seconded by Councilmember Steve Narverud, to approve the agenda with the addition of 8.5, 8.6 and 8.7.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 12.267.24: Approval of November 19, 2024 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced RESOLUTION 12.267.24, being seconded by Councilmember Mike Lorenson, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve the November 19, 2024 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.268.24: City of Thief River Falls Bills and Disbursements and Council Per Diems

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced RESOLUTION 12.268.24, being seconded by Councilmember Mike Lorenson, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of $1,521,678.77. 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. 12.269.24: Step Reclassifications in Water Department

Following discussion, Councilmember Jason Aarestad introduced Resolution12.269.24, being seconded by Councilmember Steve Narverud, that:

WHEREAS, Labor Ad Hoc Committee reviewed the current steps with seven employees after meeting with the Superintendent

THEREFORE, BE IT RESOLVED To approve the Step Reclassification of the following Water Systems Employees effective December 4, 2024:

Nicholas Trudeau, Water Systems Foreman, from Grade 7 Step 4 to Grade 7 Step 6
Wade Wallace, Water Plant Operator, from Grade 5 Step 5 to Grade 5 Step 7
Terry Benson, Water Plant Operator, from Grade 5 Step 3 to Grade 5 Step 5
Trentyn Groslie, Water Plant Operator, from Grade 5 Step 2 to Grade 5 Step 4
Wade Cardinal, Water Systems Operator, from Grade 5 Step 4 to Grade 5 Step 6
Ben Myers, Water Systems Operator, from Grade 5 Step 4 to Grade 5 Step 6
Austin Stavenes, Water Systems Operator, from Grade 5 Step 2 to Grade 5 Step 4

The step changes are not retroactive and do not affect Anniversary dates.

On vote being taken, the resolution was unanimously passed.

Second Reading of Ordinance 114.02 - Cannabis and Lower Potency Hemp Edibles

Councilmember Jason Aarestad motioned, being seconded by Councilmember Michele McCraw to call for the second reading of an ordinance of

The Minnesota State Legislature has adopted Minnesota State Statute 342. Cannabis, which regulates the cultivation, manufacturing, transportation, wholesale and retail sales, and adult use of Cannabis products and Lower Potency Hemp Edibles and Topical products. Section 342.13 addresses Local Control.
A local unit of government may adopt reasonable restrictions on the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses. A local unit of government may prohibit the operation of a cannabis business within 1,000 feet of a school, or 500 feet of a day care, residential treatment facility, or an attraction within a public park that is regularly used by minors, including a playground or athletic field.

- Per Minnesota State Statute 342.13 – Local Control, NO fewer than one retail registration for every 12,500 residents is allowed.

- The City of Thief River Falls may establish, own, and operate one municipal cannabis retail business subject to the restrictions in Minnesota State Statute 342 and the same retail license requirements and procedures applicable to all other applicants. The municipal cannabis retail store shall not be included in any limitation of the number of registered cannabis retail businesses.
- The recommended prohibited distance from schools, daycare centers, residential treatment centers, and city park attractions has been set at 300 feet which allows location of cannabis businesses in the C-3 - Central Business District and along our C-2 General Business Corridors. Setting a prohibited distance limit greater than that results in nearly no locations to place a cannabis business.
- Section 3.3 sets the Hours of Operation to follow Minnesota State Statute 342.27, Subd. 7 on Cannabis operations.

MN State Statute 342.27, Subd. 7 currently reads:

Subd. 7.Hours of operation.
(a) Except as provided by paragraph (b), a cannabis business with a license or endorsement authorizing the retail sale of cannabis flower or cannabis products may not sell cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products between 2:00 a.m. and 8:00 a.m. on the days of Monday through Saturday nor between 2:00 a.m. and 10:00 a.m. on Sunday.
(b) A city or county may adopt an ordinance to prohibit sales for any period between 9:00 p.m. and 2:00 a.m. the following day or between 8:00 a.m. and 10:00 a.m. on the days of Monday through Saturday.
(c) A cannabis business with a license or endorsement authorizing the retail sale of cannabis flower or cannabis products may not be open to the public or sell any other products at times when the cannabis business is prohibited from selling cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products.

- A cannabis retail registration application and fee schedule need to be established. A local unit of government may impose an initial retail registration fee of $500 or up to half the amount of the applicable initial license fee under section 342.11, whichever is less. The local unit of government may also impose a renewal retail registration fee of $1,000 or up to half the amount of the applicable renewal license fee under section 342.11, whichever is less. The initial registration fee shall include the fee for initial registration and the first annual renewal. Any renewal fee imposed by the local unit of government shall be charged at the time of the second renewal and each subsequent annual renewal thereafter. Note: the initial license fee for a microbusiness is $0. It is also $0 for the license and renewal of a medical cannabis cultivator, a medical cannabis processor and a medical cannabis retailer.
- Per Minnesota State Statute 342.22, Subd. 4 – A local unit of government shall conduct compliance checks of every cannabis business and hemp business with a retail registration issued by them. The checks shall assess compliance with age verification requirements, the applicable operation requirements, and the applicable limits on the types of cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products being sold.

THEREFORE, BE IT RESOLVED Hold the Second Reading of Ordinance 114.2 an amendment to City Code Chapter 114 entitled “Cannabis” by adding section 114.02 - Cannabis and Lower Potency Hemp Edibles Ordinance, and adopting by reference city

code Chapter 10, which, among other things, contains penalty provisions.

City Attorney Sparby read the proposed ordinance. After discussion, it was motioned for the Council to approve the ordinance.

Second reading of Ordinance 114.02 – Cannabis and Lower Potency Hemp Edibles

Councilmember Jason Aarestad motioned, being seconded by Councilmember Mike Lorenson to call for the second reading of an ordinance of 114.02 – Cannabis and Lower Potency Hemp Edibles.

ORDINANCE NO. ____, 3rd SERIES

AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING CITY CODE CHAPTER 114 ENTITLED "CANNABIS" BY ADDING CHAPTER 114.02 "CANNABIS AND LOWER POTENCY HEMP EDIBLES", AND ADOPTING BY REFERENCE CITY CODE CHAPTER 10, WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY COUNCIL OF THIEF RIVER FALLS ORDAINS:

Section 1. City Code Chapter 114 is hereby amended to add Section 114.02, to read as follows:

Cannabis and Lower Potency Hemp Edibles
Ordinance No. 114.02

Section 1	Administration
Section 2	Registration of Cannabis Business
Section 3	Requirements for a Cannabis Business (Time, Place, Manner)
Section 4	Temporary Cannabis Events
Section 5	Lower Potency Hemp Edibles
Section 6	Local Government as a Retailer
Section 7	Use of Cannabis in Public

AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS TO REGULATE CANNABIS BUSINESSES
The city council of Thief River Falls hereby ordains:
Section 1. Administration
1.1 Findings and Purpose

The City of Thief River Falls makes the following legislative findings:
The purpose of this ordinance is to implement the provisions of Minnesota Statutes, chapter 342, which authorizes the City of Thief River Falls to protect the public health, safety, welfare of Thief River Falls residents by regulating cannabis businesses within the legal boundaries of Thief River Falls.
The City of Thief River Falls finds and concludes that the proposed provisions are appropriate and lawful land use regulations for the City of Thief River Falls that the proposed amendments will promote the community's interest in reasonable stability in zoning for now and in the future, and that the proposed provisions are in the public interest and for the public good.
1.2 Authority & Jurisdiction
The City of Thief River Falls has the authority to adopt this ordinance pursuant to:

a) Minn. Stat. 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.

b) Minn. Stat. 342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower-potency hemp edible retail businesses.

c) Minn. Stat. 152.0263, Subd. 5, regarding the use of cannabis in public places.

d) Minn. Stat. 462.357, regarding the authority of a local authority to adopt zoning ordinances.

This Ordinance shall be applicable to the legal boundaries of the City of Thief River Falls.
1.3 Severability
If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.
1.4 Enforcement
The City Police Chief and Zoning Administrator are responsible for the administration and enforcement of this ordinance. Any violation of the provisions of this ordinance or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by law. Violations of this ordinance can occur regardless of whether or not a permit is required for a regulated activity listed in this ordinance.
1.5 Definitions
1. Unless otherwise noted in this section, words and phrases contained in Minn. Stat. 342.01 and the rules promulgated pursuant to any of these acts, shall have the same meanings in this ordinance.
2. Cannabis Cultivation: A cannabis business licensed to grow cannabis plants within the approved amount of space from seed or immature plant to mature plant. harvest cannabis flower from mature plant, package and label immature plants and seedlings and cannabis flower for sale to other cannabis businesses, transport cannabis flower to a cannabis manufacturer located on the same premises, and perform other actions approved by the office.
3. Cannabis Retail Businesses: A retail location and the retail location(s) of a mezzobusinesses with a retail operations endorsement, microbusinesses with a retail operations endorsement, medical combination businesses operating a retail location, excluding lower-potency hemp edible retailers.
4. Cannabis Retailer: Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form.
5. Daycare: A location licensed with the Minnesota Department of Human Services to provide

the care of a child in a residence outside the child's own home for gain or otherwise, on a regular basis, for any part of a 24-hour day.
6. Lower-potency Hemp Edible: As defined under Minn. Stat. 342.01 subd. 50.
7. Office of Cannabis Management: Minnesota Office of Cannabis Management, referred to as "OCM" in this ordinance.
8. Place of Public Accommodation: A business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.
9. Preliminary License Approval: OCM pre-approval for a cannabis business license for applicants who qualify under Minn. Stat. 342.17.
10. Public Place: A public park or trail, public street or sidewalk; any enclosed, indoor area used by the general public, including, but not limited to, restaurants; bars; any other food or liquor establishment; hospitals; nursing homes; auditoriums; arenas; gyms; meeting rooms; common areas of rental apartment buildings, and other places of public accommodation.
11. Residential Treatment Facility: As defined under Minn. Stat. 245.462 subd. 23.
12. Retail Registration: An approved registration issued by the City of Thief River Falls to a state-licensed cannabis retail business.
13. School: A public school as defined under Minn. Stat. 120A.05 or a nonpublic school that must meet the reporting requirements under Minn. Stat. 120A.24.
14. State License: An approved license issued by the State of Minnesota's Office of Cannabis Management to a cannabis retail business.

Section 2. Registration of Cannabis Businesses
2.1 Consent to registering of Cannabis Businesses
No individual or entity may operate a state-licensed cannabis retail business within the City of Thief River Falls without first registering with the City of Thief River Falls.
Any state-licensed cannabis retail business that sells to a customer or patient without valid retail registration shall incur a civil penalty of (up to $2,000) for each violation.
Notwithstanding the foregoing provisions, the state shall not issue a license to any cannabis business to operate in Indian country, as defined in United States Code, title 18, section 1151, of a Minnesota Tribal government without the consent of the Tribal government.
2.2 Compliance Checks Prior to Retail Registration
Prior to issuance of a cannabis retail business registration, the City of Thief River Falls shall conduct a preliminary compliance check to ensure compliance with local ordinances.
Pursuant to Minn. Stat. 342, within 30 days of receiving a copy of a state license application from OCM, the City of Thief River Falls shall certify on a form provided by OCM whether a proposed cannabis retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.
2.3 Registration & Application Procedure.
2.3.1 Fees.
The City of Thief River Falls shall not charge an application fee.
A registration fee, as established in the City of Thief River Falls' fee schedule, shall be charged to applicants depending on the type of retail business license applied for.
An initial retail registration fee shall not exceed $500 or half the amount of an initial state license fee under Minn. Stat. 342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.
Any renewal retail registration fee imposed by the City of Thief River Falls shall be charged at

the time of the second renewal and each subsequent renewal thereafter.
A renewal retail registration fee shall not exceed $1,000 or half the amount of a renewal state license fee under Minn. Stat. 342.11, whichever is less.
A medical combination business operating an adult-use retail location may only be charged a single registration fee, not to exceed the lesser of a single retail registration fee, defined under this section, of the adult-use retail business.
2.3.2 Application Submittal.
The City of Thief River Falls shall issue a retail registration to a state-licensed cannabis retail business that adheres to the requirements of Minn. Stat. 342.22.
(A) An applicant for a retail registration shall fill out an application form, as provided by the City of Thief River Falls. Said form shall include, but is not limited to:
i. Full name of the property owner and applicant;
ii. Address, email address, and telephone number of the applicant;
iii. The address and parcel ID for the property which the retail registration is sought;
iv. Certification that the applicant complies with the requirements of local ordinances established pursuant to Minn. Stat. 342.13.
(B) The applicant shall include with the form:
i. the application fee as required in [Section 2.3.1];
ii. a copy of a valid state license or written notice of OCM license preapproval;
(C) Once an application is considered complete, the Zoning Administrator shall inform the applicant as such, process the registration fees, and forward the application to the City Council that will approve or deny the request for approval or denial.
(D) The application fee shall be non-refundable once processed.
2.3.3 Application Approval
(A) A state-licensed cannabis retail business application shall not be approved or renewed if the applicant is unable to meet the requirements of this ordinance.
(B) A state-licensed cannabis retail business application that meets the requirements of this ordinance shall be approved.
2.3.4 Annual Compliance Checks.
The City of Thief River Falls shall complete at minimum one compliance check per calendar year of every cannabis business to assess if the business meets age verification requirements, as required under Minn. Stat. 342.22 Subd. 4(b) and Minn. Stat. 342.24 and this Ordinance.
The City of Thief River Falls shall conduct at minimum one unannounced age verification compliance check at least once per calendar year.
Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.
Any failures under this section must be reported to the Office of Cannabis Management.
2.3.5 Location Change
If a state-licensed cannabis retail business seeks to move to a new location still within the legal boundaries of the City of Thief River Falls, it shall notify the City of Thief River Falls of the proposed location change, and submit necessary information to meet all the criteria in this paragraph.
2.4 Renewal of Registration
The City of Thief River Falls shall renew an annual registration of a state-licensed cannabis retail business at the same time OCM renews the cannabis retail business' license.

A state-licensed cannabis retail business shall apply to renew registration on a form established by the City of Thief River Falls.
A cannabis retail registration issued under this Ordinance shall not be transferred.
2.4.1 Renewal Fees.
The City of Thief River Falls may charge a renewal fee for the registration starting at the second renewal, as established in the City of Thief River Falls' fee schedule.
2.4.2 Renewal Application.
The application for renewal of a retail registration shall include, but is not limited to:
• Items required under Section 2.3.2 of this Ordinance.
2.5 Suspension of Registration
2.5.1 When Suspension is Warranted.
The City of Thief River Falls may suspend a cannabis retail business's registration if it violates the ordinance of the City of Thief River Falls or poses an immediate threat to the health or safety of the public. The City of Thief River Falls shall immediately notify the cannabis retail business in writing the grounds for the suspension.
2.5.2 Notification to OCM.
The City of Thief River Falls shall immediately notify the OCM in writing the grounds for the suspension. OCM will provide the City of Thief River Falls and cannabis business retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.
2.5.3 Length of Suspension.
The suspension of a cannabis retail business registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended.
The City of Thief River Falls shall reinstate a registration if OCM determines that the violation(s) have been resolved.
2.5.4 Civil Penalties.
Subject to Minn. Stat. 342.22, subd. 5(e) the City of Thief River Falls may impose a civil penalty, as specified in the City of Thief River Falls' Fee Schedule, for registration violations, not to exceed $2,000.
2.6 Limiting of Registrations
The City of Thief River Falls shall not limit the number of cannabis retail businesses within the city limits and at all times will comply with state statute to allow no fewer than one registration for every 12,500 residents.
Section 3. Requirements for Cannabis Businesses
State Statutes allow the City of Thief River Falls to "adopt reasonable restrictions on the time, place, and manner of the operation of a cannabis business."
3.1 Minimum Buffer Requirements
The City of Thief River Falls shall prohibit the operation of a cannabis business within 300 feet of a school.
The City of thief River Falls shall prohibit the operation of a cannabis business within 300 feet of a day care.
The City of Thief River Falls shall prohibit the operation of a cannabis business within 300 feet of a residential treatment facility.
The City of Thief River Falls shall prohibit the operation of a cannabis business within 300 feet of an attraction within a public park that is regularly used by minors, including a playground or athletic field.
Pursuant to Minn. Stat. 462.367 subd. 14, nothing in Section 3.1 shall prohibit an active cannabis

business or a cannabis business seeking registration from continuing operation at the same site if a (school/daycare/residential treatment facility/attraction within a public park that is regularly used by minors) moves within the minimum buffer zone.

3.2 Zoning and Land Use

3.2.1. Cultivation.

Cannabis businesses licensed or endorsed for cultivation are permitted as an Industry in the following zoning districts:

- Light Industrial District (I-1);
- or General Industrial District (I-2)

3.2.1. Cannabis Manufacturer.

Cannabis businesses licensed or endorsed for cannabis manufacturer are permitted as an Industry in the following zoning districts:

- Light Industrial District (I-1);
- or General Industrial District (L-2)

3.2.1. Hemp Manufacturer.

Businesses licensed or endorsed for low-potency hemp edible manufacturers permitted as an Industry in the following zoning districts:

- Light Industrial District (I-1);
- or General Industrial District (I-2)

3.2.1. Wholesale.

Cannabis businesses licensed or endorsed for wholesale are permitted as an Industry in the following zoning districts:

- Light Industrial District (I-1);
- or General Industrial District (I-2)

3.2.1. Cannabis Retail.

Cannabis businesses licensed or endorsed for cannabis retail are permitted as a commercial business in the following zoning districts:

- General Business District (C-2);
- Central Business District (C-3)
- Downtown Fringe District (C-4)

3.2.1. Cannabis Transportation.

Cannabis businesses licensed or endorsed for transportation are permitted as a Wholesale Distributor in the following zoning districts:

- Light Industrial District (I-1);
- or General Industrial District (I-2)

3.2.1. Cannabis Delivery.

Cannabis businesses licensed or endorsed for delivery are permitted as a Wholesale Distributor in the following zoning districts:

- Light Industrial District (I-1);
- or General Industrial District (I-2)

3.3 Hours of Operation

Cannabis businesses are limited to retail sale of cannabis, cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products as allowed pursuant to Minnesota State Statute section 342.27, Subd. 7, as it presently exists or may hereafter be amended.

3.4 Advertising

Cannabis Businesses must follow the sign regulations as described in section 152 of the City's Ordinances for their respective zoning district.

Section 4. Temporary Cannabis Events
Any individual or business seeking to obtain a cannabis event license must provide OCM information about the time, location, layout, number of business participants, and hours of operation. A cannabis event organizer must receive local approval from the City of Thief River Falls, including obtaining any necessary permits or licenses issued by the city before holding a cannabis event.
4.1 License or Permit Required for Temporary Cannabis Events
Notwithstanding any provision of this Code to the contrary, the council may issue a license for the temporary cannabis events in connection with a social event sponsored by the licensee.

4.1.1 License Required.
A cannabis event organizer license entitles the license holder to organize a temporary cannabis event lasting no more than four days.
A license or permit is required to be issued and approved by the City of Thief River Falls prior to holding a Temporary Cannabis Event.
Application
4.1.2 Registration & Application Procedure
Application for a license shall be made to the city administrator on an application provided by the city administrator. Before issuance, the license must be approved by the city council and issued by the city administrator upon payment of required fee and completion of other requirements.
A registration fee for a temporary cannabis event license shall be established by the council by resolution, which fee may be changed from time to time.
4.1.3 Application Submittal & Review.
The City of Thief River Falls shall require an application for Temporary Cannabis Events.
(A) An application for a retail registration shall include, but is not limited to:
i. Full name of the property owner and applicant;
ii. Address, email address, and telephone number of the applicant;
(B) The applicant shall include with the form:
i. the application fee as required in (Section 4.1.2);
ii. a copy of the OCM cannabis event license application, submitted pursuant to 342.39 subd. 2.
The application shall be submitted to the City of Thief River Falls, or other designee for review. If the designee determines that a submitted application is incomplete, they shall return the application to the applicant with the notice of deficiencies.
(C) Once an application is considered complete, the designee shall inform the applicant as such, process the application fees, and forward the application to the City Council for approval or denial.
(D) The application fee shall be non-refundable once processed.
(E) The application for a license for a Temporary Cannabis Event shall meet the following standards:
i. The event area shall be cordoned off with fencing to prevent anyone under the age of 21 to enter.
ii. All entrances to the event area must be manned for security and all attendees must be checked for ID and age verification. Only adults aged 21 or older may enter the event area.
iii. Organizers will submit a map of the event area indicating entrances/ID check areas, vendor areas, etc.
iv. No license/permit is valid until a Temporary Cannabis License is approved by the Office of Cannabis Management.

v. No license shall be issued for more than three four-day, four three-day, six two-day or 12 one-day temporary licenses, in any combination not to exceed 12 days per year, for a temporary cannabis event to any one individual, organization or registered political committee, or for any one location, within a 12-month period.
vi. The city shall not issue more than one temporary cannabis event license to any one individual, organization, or registered political committee, or for any one location, within any 30-day period, unless the licenses are issued in connection with an event officially designated a community festival by the city.
vii. All licenses/permits and licensees are subject to all provisions of State Statutes and this Code relating to temporary cannabis events. The licensee shall provide proof of financial responsibility coverage (insurance.)
viii. Licenses/permits may authorize sales on premises other than those owned or permanently occupied by the licensee.
(G) A request for a Temporary Cannabis Event that meets the requirements of this Section shall be approved.
(H) A request for a Temporary Cannabis Event that does not meet the requirements of this Section shall be denied. The City of Thief River Falls shall notify the applicant of the standards not met and basis for denial.
(I) Temporary cannabis events shall only be held between the hours of 10 AM and 8 PM.
Section 5. Lower-Potency Hemp Edibles
5.1 Sale of Low-Potency Hemp Edibles
The sale of Low-Potency Edibles is permitted, subject to the conditions within this Section.
5.2 Zoning Districts
Low-Potency Edibles businesses are permitted as a (type of use) in the following zoning districts:
• General Business District (C-2);
• Central Business District (C-3)
• Downtown Fringe District (C-4)
5.3 Additional Standards
5.3.1 Sales within Municipal Liquor Store.
The sale of Low-Potency Edibles is permitted in a Municipal Liquor Store.
5.3.2 Age Requirements.
Per Minnesota State Statute, the sale of Low-Potency Edibles is permitted only to persons 21 years of age or older.
5.3.3 Beverages.
The sale of Low-Potency Hemp Beverages is permitted in places that meet requirements of this Section.
5.3.4 Storage of Product.
Low-Potency Edibles shall be sold behind a counter and stored in a locked case.
Section 6. Local Government as a Cannabis Retailer
The City of Thief River Falls may establish, own, and operate one municipal cannabis retail business subject to the restrictions in this chapter.
The municipal cannabis retail store shall not be included in any limitation of the number of registered cannabis retail businesses under Section 2.6.
The City of Thief River Falls shall be subject to all the same retail license requirements and procedures applicable to all other applicants.

Section 7. City Code Chapter 10 entitled "General Provisions" and Section 152.998 entitled

"Violation" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.
Section 8. This ordinance shall be in force and effect from and after its passage, approval, and publication.

_____
Mayor Brian Holmer

ATTEST: _____
City Administrator, Angela Philipp

RESOLUTION NO. 12.270.24: Approval of Ordinance 114.02 - Cannabis and Lower Potency Hemp Edibles.

Following discussion, Councilmember Mike Lorenson introduced Resolution 12.270.24, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, The Minnesota State Legislature has adopted Minnesota State Statute 342. Cannabis, which regulates the cultivation, manufacturing, transportation, wholesale and retail sales, and adult use of Cannabis products and Lower Potency Hemp Edibles and Topical products. Section 342.13 addresses Local Control.
A local unit of government may adopt reasonable restrictions on the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.

WHEREAS, • Per Minnesota State Statute 342.13 – Local Control, NO fewer than one retail registration for every 12,500 residents is allowed.
• The City of Thief River Falls may establish, own, and operate one municipal cannabis retail business subject to the restrictions in Minnesota State Statute 342 and the same retail license requirements and procedures applicable to all other applicants. The municipal cannabis retail store shall not be included in any limitation of the number of registered cannabis retail businesses.
• The recommended prohibited distance from schools, daycare centers, residential treatment centers, and city park attractions has been set at 300 feet which allows location of cannabis businesses in the C-3 - Central Business District and along our C-2 General Business Corridors. Setting a prohibited distance limit greater than that results in nearly no locations to place a cannabis business.
• Section 3.3 sets the Hours of Operation to follow Minnesota State Statute 342.27, Subd. 7 on Cannabis operations.
MN State Statute 342.27, Subd. 7 currently reads:
Subd. 7.Hours of operation.
(a) Except as provided by paragraph (b), a cannabis business with a license or endorsement authorizing the retail sale of cannabis flower or cannabis products may not sell cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products between 2:00 a.m. and 8:00 a.m. on the days of Monday through Saturday nor between 2:00 a.m. and 10:00 a.m. on Sunday.
(b) A city or county may adopt an ordinance to prohibit sales for any period between

9:00 p.m. and 2:00 a.m. the following day or between 8:00 a.m. and 10:00 a.m. on the days of Monday through Saturday.
(c) A cannabis business with a license or endorsement authorizing the retail sale of cannabis flower or cannabis products may not be open to the public or sell any other products at times when the cannabis business is prohibited from selling cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products.

- A cannabis retail registration application and fee schedule need to be established. A local unit of government may impose an initial retail registration fee of $500 or up to half the amount of the applicable initial license fee under section 342.11, whichever is less. The local unit of government may also impose a renewal retail registration fee of $1,000 or up to half the amount of the applicable renewal license fee under section 342.11, whichever is less. The initial registration fee shall include the fee for initial registration and the first annual renewal. Any renewal fee imposed by the local unit of government shall be charged at the time of the second renewal and each subsequent annual renewal thereafter. Note: the initial license fee for a microbusiness is $0. It is also $0 for the license and renewal of a medical cannabis cultivator, a medical cannabis processor and a medical cannabis retailer.
- Per Minnesota State Statute 342.22, Subd. 4 – A local unit of government shall conduct compliance checks of every cannabis business and hemp business with a retail registration issued by them. The checks shall assess compliance with age verification requirements, the applicable operation requirements, and the applicable limits on the types of cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products being sold.

THEREFORE, BE IT RESOLVED Approve an amendment to City Code Chapter 114 entitled "Cannabis" by adding section 114.02 - Cannabis and Lower Potency Hemp Edibles Ordinance, and adopting by reference city code Chapter 10, which, among other things, contains penalty provisions.

On vote being taken, the resolution was unanimously passed.

<u>RESOLUTION NO. 12.271.24: Authorize City Administrator to advertise for Council Member Ward 3 January 2025 vacancy</u>

Following discussion, Councilmember Jason Aarestad introduced Resolution 12.271.24, being seconded by Councilmember Michele McCraw, that:

WHEREAS, Mike Lorenson, current Ward 3 Council Member won the Mayor seat in the November 5th General Election. Mr. Lorenson will be sworn into the Mayor seat on January 7, 2025. This will create a vacant Ward 3 Council Member seat. The City of Thief River Falls can take applications and then interview applicants after January 7, 2025.

WHEREAS, to be eligible for appointment a person must be a United States citizen, a resident of the city within ward 3 district, and at least 21 years old. This term expires December 31, 2026.

THEREFORE, BE IT RESOLVED Advertise two weeks in December in The Times and Watch for the City of Thief River Falls to accept applications to fill a vacancy of

Council Member Ward 3 on the Thief River Falls City Council that will be vacant after January 7, 2025.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO.12.272.24 : Approve agreement with KNOWink for electronic poll pad systems

Following discussion, Councilmember Steve Narverud introduced Resolution 12.272.24, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, The poll books will be used in the 2026 election, and thereafter, replacing rosters and voter registration applications.

THEREFORE, BE IT RESOLVED Approve the Software License and Services Agreement with KNOWiNK to provide, install and set-up along with training of an electronic poll books system and authorize the City Administrator to execute the Agreement.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.273.24: Approval of a Resolution to accept the transfer and conveyance of real property located at 517 Crocker Ave South, Thief River Falls, MN 56701, to be deeded over to the City by the owner, Orin Haakenson.

Following discussion, Councilmember Steve Narverud introduced Resolution 12.273.24, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The City had sent a letter to Orrin Haakenson related to a hazardous building located at 517 Crocker Avenue South. The house is presently in need of demolition. By accepting the conveyance, the City can schedule demolition of the hazardous building and attempt to recoup the costs related thereto by sale of the empty lot.

WHEREAS, This is to clear up a hazardous building in the City. The owner is voluntarily cooperating with the City in the transfer and conveyance.

THEREFORE, BE IT RESOLVED to approve a Resolution to accept the conveyance of certain real property located at 517 Crocker Avenue South from owner, Orin Haakenson, with the City to cover all costs and fees associated with said transfer.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.274.24: Safe Route to School Support

Following discussion, Councilmember Jason Aarestad introduced Resolution 12.274.24 being seconded by Councilmember Narverud, that:

WHEREAS, to submit a letter of support to The Minnesota Department of Transportation and Safe Routes to School Grant Committee on behalf of the City of

Thief River Falls in support of the ISD 564.

THEREFORE, BE IT RESOLVED to authorize the Mayor of Thief River Falls to sign a letter of support for the Safe Routes to School grant for Thief River Falls School District ISD 564.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

UPCOMING MEETINGS

- Public Utilities Committee - December 9th at 7:00 a.m.
- Public Safety/Liquor Committee - December 9th at 4:30 p.m.
- Administrative Services Committee - December 10th at 4:30 p.m. Room 201 City Hall
- Public Works Committee - December 11th at 4:30 p.m.
- City Council Meeting - December 17th at 5:30 p.m.

INFORMATIONAL ITEMS

Canadian Pacific Holiday Train 12/15/2024 - Cookies and Hot Chocolate will be at the Heritage Center. Port-a-Potties will be available in the City Hall gravel parking lot due to construction. The event is free to the public with CP encouraging attendees to make a monetary or heart-healthy food donation to benefit the local food shelf. Estimated time of arrival is 7:45 pm (time will vary). Dress warm and be mindful of street closures and pedestrians.

ADJOURNMENT TO TRUTH IN TAXATION HEARING AT 6 P.M. TONIGHT

TRUTH IN TAXATION

Council meeting adjourned to the Truth In Taxation hearing at 6 pm. Angie Philipp, City Administrator, presented the report. The hearing adjourned to the normal council meeting at 6:27 pm.

ADJOURNMENT

There being no further discussion, Council member Mike Lorenson being seconded by Councilmember Jason Aarestad to adjourn at 6:30 pm. On vote being taken, the Chair declared the motion unanimously carried.

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
DECEMBER 17th, 2024

SUMMARY OF DISBURSEMENTS

11/26/2024	UB PKT #2866 - UTILITY REFUND	$5,796.66
11/26/2024	AP PKT #1209 - DIRECT PAYABLES	$3,403.02
11/27/2024	AP PKT #1203 - #24 PAYROLL	$147,936.53
11/27/2024	AP PKT #1205 - #24 PAYROLL	$49,177.89
11/27/2024	AP PKT #1210 - LIQUOR PAYABLES	$144,631.91
12/2/2024	AP PKT #1211- DIRECT PAYABLES	$13,700.00
12/4/2024	AP PKT #1212 - DIRECT PAYABLES	$1,958.88
12/9/2024	AP PKT #1221 - DIRECT PAYABLES	$998.88
12/10/2024	AP PKT #1222 - DIRECT PAYABLES	$43,598.33
12/11/2024	AP PKT #1223 - LIQUOR PAYABLES	$124,183.94
12/11/2024	AP PKT #1224 - NORM BETLAND	$330.00
12/11/2024	AP PKT #1225 - VOLUNTEER FIREFIGHTERS	$3,625.00
12/12/2024	AP PKT #1217 - COUNCIL MEETING	$1,282,862.98
12/12/2024	AP PKT #1219 - #25 PAYROLL	$253,174.33
12/12/2024	AP PKT #1220 - #25 PAYROLL	$594.36
GRAND TOTAL OF DISBURSEMENTS		**$2,075,972.71**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01223 - 12/11/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3730248	12/02/2024	610-4810-62520	Beer for Resale	0PURCHASE - BEER		657.80
						Vendor ARTISAN BEER COMPANY Total:	**657.80**
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPLY	0109184100	11/26/2024	610-4810-62590	Misc. Mdse for Resale	CAN HUGGERS		21.00
						Vendor BELLBOY CORP - BAR SUPPLY Total:	**21.00**
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	0205914000	11/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		6,261.87
BELLBOY CORP - LIQUOR	0205914300	11/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		660.00
						Vendor BELLBOY CORP - LIQUOR Total:	**6,921.87**
Vendor: BEVERAGE WHOLESALERS INC							
BEVERAGE WHOLESALERS I...	357730	11/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		557.00
						Vendor BEVERAGE WHOLESALERS INC Total:	**557.00**
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	118861005	11/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		8,538.85
BREAKTHRU BEVERAGE	118861005	11/26/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,340.00
BREAKTHRU BEVERAGE	118861005	11/26/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		64.00
BREAKTHRU BEVERAGE	118861005	11/26/2024	610-4810-62590	Misc. Mdse for Resale	PURCHASE - MERCH FOR RE...		199.80
BREAKTHRU BEVERAGE	118939251	12/03/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		450.24
BREAKTHRU BEVERAGE	118939251	12/03/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		2,704.00
						Vendor BREAKTHRU BEVERAGE Total:	**13,296.89**
Vendor: COCA-COLA BOTTLING COMPANY							
COCA-COLA BOTTLING CO...	4927330	11/07/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		684.50
COCA-COLA BOTTLING CO...	4927377	11/14/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		147.00
COCA-COLA BOTTLING CO...	4958617	11/21/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		53.50
COCA-COLA BOTTLING CO...	4958640	11/26/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		503.00
						Vendor COCA-COLA BOTTLING COMPANY Total:	**1,388.00**
Vendor: HUGOS #7							
HUGOS #7	0102	11/07/2024	610-4890-64900	Civic Events	POP - BRAT COOKOUT		126.42
						Vendor HUGOS #7 Total:	**126.42**
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU...	2673611	11/24/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,792.00
JOHNSON BROTHERS LIQU...	2678212	12/02/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		4,222.95
JOHNSON BROTHERS LIQU...	2678213	12/02/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		4,355.40

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
JOHNSON BROTHERS LIQU...	2678214	12/02/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		106.00
						Vendor JOHNSON BROTHERS LIQUOR Total:	**10,476.35**
Vendor: MC KINNON COMPANY INC							
MC KINNON COMPANY INC	814102	11/19/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		700.00
MC KINNON COMPANY INC	814130	11/19/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		882.00
MC KINNON COMPANY INC	814130	11/19/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		8,979.65
MC KINNON COMPANY INC	814134	11/22/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		3,808.80
MC KINNON COMPANY INC	815112	11/22/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		7,570.15
MC KINNON COMPANY INC	815536	11/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,026.00
MC KINNON COMPANY INC	815536	11/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		8,740.10
MC KINNON COMPANY INC	815536	11/26/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		65.40
MC KINNON COMPANY INC	815536	11/26/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		84.00
MC KINNON COMPANY INC	815537	11/26/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		700.00
						Vendor MC KINNON COMPANY INC Total:	**32,556.10**
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE INC	153576	11/18/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		115.65
NORTHWEST BEVERAGE INC	153576	11/18/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		1,195.15
NORTHWEST BEVERAGE INC	153676	11/22/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		182.90
NORTHWEST BEVERAGE INC	153676	11/22/2024	610-4810-62520	Beer for Resale	PURCHASE - LIQUOR		10,121.15
NORTHWEST BEVERAGE INC	153679	11/25/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		112.80
NORTHWEST BEVERAGE INC	153679	11/25/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		14,679.15
NORTHWEST BEVERAGE INC	153750	11/26/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-166.00
NORTHWEST BEVERAGE INC	153768	11/27/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		639.00
						Vendor NORTHWEST BEVERAGE INC Total:	**26,879.80**
Vendor: PAUSTIS WINE COMPANY							
PAUSTIS WINE COMPANY	253356	12/02/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		2,732.92
PAUSTIS WINE COMPANY	253356	12/02/2024	610-4810-62540	Soft Drinks/Mix for Resale	FREIGHT CHARGES		32.00
PAUSTIS WINE COMPANY	253569	12/04/2024	610-4810-62530	Wine for Resale	WINE CREDIT		-126.66
						Vendor PAUSTIS WINE COMPANY Total:	**2,638.26**
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6884377	11/20/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,440.00
PHILLIPS WINE & SPIRITS	6889435	12/02/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		7,042.75
PHILLIPS WINE & SPIRITS	6889436	12/02/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		267.00
PHILLIPS WINE & SPIRITS	6889436	12/02/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,788.90
PHILLIPS WINE & SPIRITS	6889437	12/02/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		54.25
						Vendor PHILLIPS WINE & SPIRITS Total:	**10,592.90**
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2558210	11/25/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		346.50
SOUTHERN GLAZERS OF MN	2558917	11/26/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,065.20
SOUTHERN GLAZERS OF MN	2558918	11/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		9,193.21
SOUTHERN GLAZERS OF MN	2558918	11/26/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,296.94

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SOUTHERN GLAZERS OF MN	2558919	11/26/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		2,429.20
						Vendor SOUTHERN GLAZERS OF MN Total:	**14,331.05**
Vendor: WINE MERCHANTS							
WINE MERCHANTS	7498704	12/02/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		3,740.50
						Vendor WINE MERCHANTS Total:	**3,740.50**
						Grand Total:	**124,183.94**

Fund Summary

Fund		Expense Amount
610 - LIQUOR DISPENSARY		124,183.94
	Grand Total:	**124,183.94**

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	41,731.92
610-4810-62520	Beer for Resale	58,181.95
610-4810-62530	Wine for Resale	22,194.60
610-4810-62540	Soft Drinks/Mix for Resa…	1,728.25
610-4810-62590	Misc. Mdse for Resale	220.80
610-4890-64900	Civic Events	126.42
	Grand Total:	**124,183.94**

Project Account Summary

Project Account Key		Expense Amount
None		124,183.94
	Grand Total:	**124,183.94**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01203 - PYPKT01295 - 2024 11 27 #24 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0001381	11/27/2024	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		22,361.94
INTERNAL REVENUE SERVICE	INV0001381	11/27/2024	740-20150	Payroll Taxes Payable	FED W/H		23,944.20
INTERNAL REVENUE SERVICE	INV0001381	11/27/2024	740-20150	Payroll Taxes Payable	MEDICARE		7,527.92
						Vendor INTERNAL REVENUE SERVICE Total:	**53,834.06**
Vendor: MINNESOTA TEAMSTERS NO. 320							
MINNESOTA TEAMSTERS N...	INV0001376	11/27/2024	740-24000	Clearing Account	Union Dues		3,943.00
						Vendor MINNESOTA TEAMSTERS NO. 320 Total:	**3,943.00**
Vendor: MN DPT OF HUMAN SERVICES							
MN DPT OF HUMAN SERVIC...	INV0001377	11/27/2024	740-24000	Clearing Account	Garnishment		437.37
						Vendor MN DPT OF HUMAN SERVICES Total:	**437.37**
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WIT...	INV0001380	11/27/2024	740-20160	State Withholding	State W/H Tax		11,797.68
						Vendor MN DPT OF REVENUE - WITHHOLDING Total:	**11,797.68**
Vendor: P E R A OF MN							
P E R A OF MN	INV0001379	11/27/2024	740-20180	PERA Payable	PERA EE/ER P&F		23,368.33
P E R A OF MN	INV0001379	11/27/2024	740-20180	PERA Payable	PERA EE/ER COORD		25,409.42
P E R A OF MN	INV0001379	11/27/2024	740-20180	PERA Payable	PERA EE/ER DEF		231.00
						Vendor P E R A OF MN Total:	**49,008.75**
Vendor: SUN LIFE FINANCIAL - LIFE							
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	100-4150-61330	Life Insurance	Life Ins Premium		66.30
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	100-4194-61330	Life Insurance	Life Ins Premium		9.35
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	100-4210-61330	Life Insurance	Life Ins Premium		165.75
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	100-4220-61330	Life Insurance	Life Ins Premium		68.85
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	100-4312-61330	Life Insurance	Life Ins Premium		56.10
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	100-4315-61330	Life Insurance	Life Ins Premium		56.10
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	100-4510-61330	Life Insurance	Life Ins Premium		18.70
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	100-4650-61330	Life Insurance	Life Ins Premium		31.45
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	100-4660-61330	Life Insurance	Life Ins Premium		12.75
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	610-4825-61330	Life Insurance	Life Ins Premium		48.79
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	620-4825-61330	Life Insurance	Life Ins Premium		40.80
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	680-4825-61330	Life Insurance	Life Ins Premium		37.40
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	690-4825-61330	Life Insurance	Life Ins Premium		171.70
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	740-24000	Clearing Account	Life Ins Premium		583.31
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	740-4870-63640	Life Insurance - COBRA	Life Ins COBRA		48.90

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SUN LIFE FINANCIAL - LIFE	INV0001375	11/27/2024	820-4825-61330	Life Insurance	Life Ins Premium		9.35
						Vendor SUN LIFE FINANCIAL - LIFE Total:	**1,425.60**
Vendor: SWS CREDIT SERVICES INC - GRAFTON							
SWS CREDIT SERVICES INC -...	INV0001378	11/27/2024	740-24000	Clearing Account	Garnishment		448.54
						Vendor SWS CREDIT SERVICES INC - GRAFTON Total:	**448.54**
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0001371	11/27/2024	740-24000	Clearing Account	Contributions Employee		4,241.29
						Vendor VANTAGEPOINT ICMA Total:	**4,241.29**
Vendor: WEX BANK							
WEX BANK	INV0001374	11/27/2024	740-24000	Clearing Account	HSA		502.20
WEX BANK	INV0001384	11/22/2024	100-4150-61310	Health Insurance	VEBA City Contribution - No...		224.04
WEX BANK	INV0001384	11/22/2024	100-4210-61310	Health Insurance	VEBA City Contribution		2,137.50
WEX BANK	INV0001384	11/22/2024	100-4220-61310	Health Insurance	VEBA City Contribution		1,465.38
WEX BANK	INV0001384	11/22/2024	100-4312-61310	Health Insurance	VEBA City Contribution		1,079.95
WEX BANK	INV0001384	11/22/2024	100-4315-61310	Health Insurance	VEBA City Contribution		1,135.96
WEX BANK	INV0001384	11/22/2024	100-4510-61310	Health Insurance	VEBA City Contribution		291.25
WEX BANK	INV0001384	11/22/2024	100-4650-61310	Health Insurance	VEBA City Contribution		844.71
WEX BANK	INV0001384	11/22/2024	100-4660-61310	Health Insurance	VEBA City Contributions		224.04
WEX BANK	INV0001384	11/22/2024	610-4825-61310	Health Insurance	VEBA Employer Contribution		224.04
WEX BANK	INV0001384	11/22/2024	670-4825-61310	Health Insurance	VEBA City Contribution		67.22
WEX BANK	INV0001384	11/22/2024	680-4825-61310	Health Insurance	VEBA City Contribution		620.67
WEX BANK	INV0001384	11/22/2024	690-4825-61310	Health Insurance	VEBA City Contribution		4,223.55
WEX BANK	INV0001384	11/22/2024	820-4825-61310	Health Insurance	VEBA City Contribution		11.20
WEX BANK	INV0001385	11/26/2024	680-4825-61310	Health Insurance	VEBA City Contribution		620.67
WEX BANK	INV0001386	11/27/2024	100-4150-61310	Health Insurance	HSA City Contribution		1,068.75
WEX BANK	INV0001386	11/27/2024	100-4210-61310	Health Insurance	HSA City Contribution		1,465.38
WEX BANK	INV0001386	11/27/2024	100-4220-61310	Health Insurance	HSA City Contribution		672.12
WEX BANK	INV0001386	11/27/2024	100-4312-61310	Health Insurance	HSA City Contribution		224.04
WEX BANK	INV0001386	11/27/2024	100-4315-61310	Health Insurance	HSA City Contribution		448.08
WEX BANK	INV0001386	11/27/2024	100-4510-61310	Health Insurance	HSA City Contribution		620.67
WEX BANK	INV0001386	11/27/2024	610-4825-61310	Health Insurance	HSA City Contribution		620.67
WEX BANK	INV0001386	11/27/2024	680-4825-61310	Health Insurance	HSA City Contribution		844.71
WEX BANK	INV0001386	11/27/2024	690-4825-61310	Health Insurance	HSA City Contribution		1,689.42
WEX BANK	INV0001386	11/27/2024	820-4825-61310	Health Insurance	HSA City Contribution		224.04
						Vendor WEX BANK Total:	**21,550.26**
Vendor: WEX HEALTH INC							
WEX HEALTH INC	INV0001382	11/21/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		1,249.98
						Vendor WEX HEALTH INC Total:	**1,249.98**
						Grand Total:	**147,936.53**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	12,387.22
610 - LIQUOR DISPENSARY	893.50
620 - WATER UTILITY FUND	40.80
670 - STORM WATER UTILITY FUND	67.22
680 - WASTEWATER UTILITY FUND	2,123.45
690 - ELECTRIC UTILITY FUND	6,084.67
740 - TRF HEALTH INSURANCE FUND	126,095.08
820 - GREENWOOD CEMETERY FUND	244.59
Grand Total:	**147,936.53**

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	1,292.79
100-4150-61330	Life Insurance	66.30
100-4194-61330	Life Insurance	9.35
100-4210-61310	Health Insurance	3,602.88
100-4210-61330	Life Insurance	165.75
100-4220-61310	Health Insurance	2,137.50
100-4220-61330	Life Insurance	68.85
100-4312-61310	Health Insurance	1,303.99
100-4312-61330	Life Insurance	56.10
100-4315-61310	Health Insurance	1,584.04
100-4315-61330	Life Insurance	56.10
100-4510-61310	Health Insurance	911.92
100-4510-61330	Life Insurance	18.70
100-4650-61310	Health Insurance	844.71
100-4650-61330	Life Insurance	31.45
100-4660-61310	Health Insurance	224.04
100-4660-61330	Life Insurance	12.75
610-4825-61310	Health Insurance	844.71
610-4825-61330	Life Insurance	48.79
620-4825-61330	Life Insurance	40.80
670-4825-61310	Health Insurance	67.22
680-4825-61310	Health Insurance	2,086.05
680-4825-61330	Life Insurance	37.40
690-4825-61310	Health Insurance	5,912.97
690-4825-61330	Life Insurance	171.70
740-20150	Payroll Taxes Payable	53,834.06
740-20160	State Withholding	11,797.68
740-20180	PERA Payable	49,008.75
740-20300	Flex Payroll Deductions	1,249.98
740-24000	Clearing Account	10,155.71

Account Summary

Account Number	Account Name	Expense Amount
740-4870-63640	Life Insurance - COBRA	48.90
820-4825-61310	Health Insurance	235.24
820-4825-61330	Life Insurance	9.35
	Grand Total:	**147,936.53**

Project Account Summary

Project Account Key		Expense Amount
None		147,936.53
	Grand Total:	**147,936.53**

City of Thief River Falls, MN

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Packet: APPKT01205 - PYPKT01295 - 2024 11 27 #24 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIRE...	INV0001372	11/27/2024	740-24000	Clearing Account	MSRS		41,586.96
MINNESOTA STATE RETIRE...	INV0001383	11/22/2024	740-24000	Clearing Account	MSRS		7,590.93
						Vendor MINNESOTA STATE RETIREMENT SYS Total:	**49,177.89**
						Grand Total:	**49,177.89**

Fund Summary

Fund		Expense Amount
740 - TRF HEALTH INSURANCE FUND		49,177.89
	Grand Total:	**49,177.89**

Account Summary

Account Number	Account Name	Expense Amount
740-24000	Clearing Account	49,177.89
	Grand Total:	**49,177.89**

Project Account Summary

Project Account Key		Expense Amount
None		49,177.89
	Grand Total:	**49,177.89**

City of Thief River Falls, MN

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Packet: APPKT01209 - 11/26/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: CAPITAL ONE							
CAPITAL ONE	1659235734	11/19/2024	100-4210-62990	Misc. Operating Expense	11/19/24 STMT - CANDY / T…		350.51
CAPITAL ONE	1659235734	11/19/2024	100-4560-62990	Misc. Operating Expense	11/19/24 STMT - LOCK BOX …		34.45
CAPITAL ONE	1659235734	11/19/2024	620-4840-62990	Misc. Operating Expense	11/19/24 STMT - WTP SUPP…		58.44
						Vendor CAPITAL ONE Total:	**443.40**
Vendor: ELAN FINANCIAL SERVICES							
ELAN FINANCIAL SERVICES	10/18-11/18/24	11/18/2024	100-4210-62010	Office Supplies	OCT/NOV 2024 STMT - PER…		77.00
ELAN FINANCIAL SERVICES	10/18-11/18/24	11/18/2024	100-4210-62990	Misc. Operating Expense	OCT/NOV 2024 STMT - WA…		60.48
ELAN FINANCIAL SERVICES	10/18-11/18/24	11/18/2024	100-4210-62990	Misc. Operating Expense	OCT/NOV 2024 STMT - ADD…		0.99
ELAN FINANCIAL SERVICES	10/18-11/18/24	11/18/2024	100-4220-64400	Travel, Conference, School	OCT/NOV 2024 STMT - LOD…		421.23
ELAN FINANCIAL SERVICES	10/18-11/18/24	11/18/2024	100-4220-64400	Travel, Conference, School	OCT/NOV 2024 STMT - LOD…		280.82
ELAN FINANCIAL SERVICES	10/18-11/18/24	11/18/2024	100-4312-62210	Equipment Maint & Repair	OCT/NOV 2024 STMT - ELB…		32.55
ELAN FINANCIAL SERVICES	10/18-11/18/24	11/18/2024	100-4315-62010	Office Supplies	OCT/NOV 2024 STMT - EMA…		13.49
ELAN FINANCIAL SERVICES	10/18-11/18/24	11/18/2024	620-4840-62010	Office Supplies	OCT/NOV 2024 STMT - EMA…		31.48
ELAN FINANCIAL SERVICES	10/18-11/18/24	11/18/2024	680-4840-62010	Office Supplies	OCT/NOV 2024 STMT - EMA…		9.00
ELAN FINANCIAL SERVICES	10/18-11/18/24	11/18/2024	690-4840-62010	Office Supplies	OCT/NOV 2024 STMT - EMA…		35.98
						Vendor ELAN FINANCIAL SERVICES Total:	**963.02**
Vendor: U S POSTMASTER							
U S POSTMASTER	DEC 2024	11/26/2024	100-4315-62010	Office Supplies	POSTAGE - DEC 2024 UTILIT…		299.49
U S POSTMASTER	DEC 2024	11/26/2024	620-4840-62010	Office Supplies	POSTAGE - DEC 2024 UTILIT…		798.64
U S POSTMASTER	DEC 2024	11/26/2024	680-4840-62010	Office Supplies	POSTAGE - DEC 2024 UTILIT…		199.66
U S POSTMASTER	DEC 2024	11/26/2024	690-4840-62010	Office Supplies	POSTAGE - DEC 2024 UTILIT…		698.81
						Vendor U S POSTMASTER Total:	**1,996.60**
						Grand Total:	**3,403.02**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		1,571.01
620 - WATER UTILITY FUND		888.56
680 - WASTEWATER UTILITY FUND		208.66
690 - ELECTRIC UTILITY FUND		734.79
	Grand Total:	**3,403.02**

Account Summary

Account Number	Account Name	Expense Amount
100-4210-62010	Office Supplies	77.00
100-4210-62990	Misc. Operating Expense	411.98
100-4220-64400	Travel, Conference, Sch…	702.05
100-4312-62210	Equipment Maint & Repa..	32.55
100-4315-62010	Office Supplies	312.98
100-4560-62990	Misc. Operating Expense	34.45
620-4840-62010	Office Supplies	830.12
620-4840-62990	Misc. Operating Expense	58.44
680-4840-62010	Office Supplies	208.66
690-4840-62010	Office Supplies	734.79
	Grand Total:	**3,403.02**

Project Account Summary

Project Account Key		Expense Amount
None		3,403.02
	Grand Total:	**3,403.02**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01210 - 11/27/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ABSOLUTE ICE							
ABSOLUTE ICE	22817	11/06/2024	610-4810-62590	Misc. Mdse for Resale	PURCHASE - ICE		387.60
						Vendor ABSOLUTE ICE Total:	**387.60**
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3727267	11/18/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		1,020.95
						Vendor ARTISAN BEER COMPANY Total:	**1,020.95**
Vendor: BEVERAGE WHOLESALERS INC							
BEVERAGE WHOLESALERS I...	355804	11/13/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		1,286.00
						Vendor BEVERAGE WHOLESALERS INC Total:	**1,286.00**
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	2014806	11/21/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		543.70
C & L DISTRIBUTING	2014806	11/21/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		113.00
						Vendor C & L DISTRIBUTING Total:	**656.70**
Vendor: CORE-MARK MIDCONTINENT INC							
CORE-MARK MIDCONTINEN...	1867790	11/06/2024	610-4810-62590	Misc. Mdse for Resale	PURCHASE - TOBACCO & LI...		2,896.16
						Vendor CORE-MARK MIDCONTINENT INC Total:	**2,896.16**
Vendor: FORESTEDGE WINERY							
FORESTEDGE WINERY	5788	11/20/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		138.00
						Vendor FORESTEDGE WINERY Total:	**138.00**
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU...	2668695	11/18/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		14,763.51
JOHNSON BROTHERS LIQU...	2668696	11/18/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		7,610.00
JOHNSON BROTHERS LIQU...	2668697	11/18/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		72.00
						Vendor JOHNSON BROTHERS LIQUOR Total:	**22,445.51**
Vendor: MC KINNON COMPANY INC							
MC KINNON COMPANY INC	810777	11/01/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		115.00
MC KINNON COMPANY INC	811266	11/01/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		3,596.60
MC KINNON COMPANY INC	811556	11/05/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		13,665.70
MC KINNON COMPANY INC	811556	11/05/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		54.70
MC KINNON COMPANY INC	811832	11/05/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		700.00
MC KINNON COMPANY INC	812352	11/07/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		196.00
MC KINNON COMPANY INC	812564	11/08/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-195.80
MC KINNON COMPANY INC	812565	11/08/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		570.00
MC KINNON COMPANY INC	812565	11/08/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		5,359.00
MC KINNON COMPANY INC	812823	11/12/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		783.00

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MC KINNON COMPANY INC	812823	11/12/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		8,677.30
MC KINNON COMPANY INC	812880	11/12/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		700.00
MC KINNON COMPANY INC	813830	11/15/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		5,621.45
MC KINNON COMPANY INC	907000172	11/05/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-74.80
MC KINNON COMPANY INC	907000176	11/08/2024	610-4810-62520	Beer for Resale	BEER KEG CREDIT		-30.00
					Vendor MC KINNON COMPANY INC Total:		**39,738.15**
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE INC	153346	11/01/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		124.90
NORTHWEST BEVERAGE INC	153346	11/01/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		19,286.05
NORTHWEST BEVERAGE INC	153349	11/01/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		9,050.00
NORTHWEST BEVERAGE INC	153354	11/04/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		657.65
NORTHWEST BEVERAGE INC	153354	11/04/2024	610-4810-62520	Beer for Resale	PURCHASE - LIQUOR		8,962.05
NORTHWEST BEVERAGE INC	153354	11/04/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - LIQUOR		190.00
NORTHWEST BEVERAGE INC	153408	11/05/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		789.60
NORTHWEST BEVERAGE INC	153453	11/08/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		539.70
NORTHWEST BEVERAGE INC	153453	11/08/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		10,870.65
NORTHWEST BEVERAGE INC	153464	11/11/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		126.90
NORTHWEST BEVERAGE INC	153464	11/11/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		4,760.10
NORTHWEST BEVERAGE INC	153563	11/15/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		77.10
NORTHWEST BEVERAGE INC	153563	11/15/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		1,723.00
					Vendor NORTHWEST BEVERAGE INC Total:		**57,157.70**
Vendor: PAUSTIS WINE COMPANY							
PAUSTIS WINE COMPANY	251369	11/11/2024	610-4810-62510	Liquor for Resale	FREIGHT		3.50
PAUSTIS WINE COMPANY	251369	11/11/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		128.00
					Vendor PAUSTIS WINE COMPANY Total:		**131.50**
Vendor: PEPSI BEVERAGES COMPANY							
PEPSI BEVERAGES COMPANY	65188455	11/15/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		332.75
					Vendor PEPSI BEVERAGES COMPANY Total:		**332.75**
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6882332	11/18/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		3,331.85
PHILLIPS WINE & SPIRITS	6882333	11/18/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,126.50
PHILLIPS WINE & SPIRITS	6882334	11/18/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		48.00
					Vendor PHILLIPS WINE & SPIRITS Total:		**4,506.35**
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2552438	11/12/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		2,852.94
SOUTHERN GLAZERS OF MN	2552438	11/12/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		562.28
SOUTHERN GLAZERS OF MN	2552439	11/12/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		2,290.20
SOUTHERN GLAZERS OF MN	2552440	11/12/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		3,058.94
SOUTHERN GLAZERS OF MN	2552441	11/12/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		3,117.38
SOUTHERN GLAZERS OF MN	2552442	11/12/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		2,524.93
SOUTHERN GLAZERS OF MN	5118366	10/31/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,041.25
SOUTHERN GLAZERS OF MN	9608345	10/25/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-121.00

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SOUTHERN GLAZERS OF MN	9608345	10/25/2024	610-4810-62530	Wine for Resale	WINE CREDIT		-100.88
SOUTHERN GLAZERS OF MN	9608662	10/30/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-1,650.00
						Vendor SOUTHERN GLAZERS OF MN Total:	**13,576.04**
Vendor: UNIVERSAL SCREENPRINT							
UNIVERSAL SCREENPRINT	45398	11/22/2024	610-4840-62890	Uniforms/ID Clothing	I D CLOTHING		154.50
						Vendor UNIVERSAL SCREENPRINT Total:	**154.50**
Vendor: WINE MERCHANTS							
WINE MERCHANTS	7496919	11/18/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		204.00
						Vendor WINE MERCHANTS Total:	**204.00**
						Grand Total:	**144,631.91**

Fund Summary

Fund		Expense Amount
610 - LIQUOR DISPENSARY		144,631.91
	Grand Total:	**144,631.91**

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	31,802.55
610-4810-62520	Beer for Resale	96,622.55
610-4810-62530	Wine for Resale	12,078.10
610-4810-62540	Soft Drinks/Mix for Resa…	690.45
610-4810-62590	Misc. Mdse for Resale	3,283.76
610-4840-62890	Uniforms/ID Clothing	154.50
	Grand Total:	**144,631.91**

Project Account Summary

Project Account Key		Expense Amount
None		144,631.91
	Grand Total:	**144,631.91**

City of Thief River Falls, MN

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Packet: APPKT01211 - 12/02/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ST CLOUD METROPOLITAN TRANSIT COMMISSION							
ST CLOUD METROPOLITAN ...	71903	12/02/2024	690-16400	Machinery & Equipment	2017 FORD EXPLORER - SNI...		13,700.00
						Vendor ST CLOUD METROPOLITAN TRANSIT COMMISSION Total:	**13,700.00**
						Grand Total:	**13,700.00**

Fund Summary

Fund		Expense Amount
690 - ELECTRIC UTILITY FUND		13,700.00
	Grand Total:	**13,700.00**

Account Summary

Account Number	Account Name	Expense Amount
690-16400	Machinery & Equipment	13,700.00
	Grand Total:	**13,700.00**

Project Account Summary

Project Account Key		Expense Amount
None		13,700.00
	Grand Total:	**13,700.00**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01212 - 12/04/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: F-M AMBULANCE INC - TRF							
F-M AMBULANCE INC - TRF	24-32795	10/17/2024	100-4210-62990	Misc. Operating Expense	AMBULANCE ON SCENE ASS...		297.27
						Vendor F-M AMBULANCE INC - TRF Total:	**297.27**
Vendor: NORTHLAND TRUST SERVICES INC							
NORTHLAND TRUST SERVIC...	THIEF RIVER FALLS 24A	10/11/2024	360-4750-66200	Fiscal Agent s Fees	PAYING AGENT FEES		187.50
NORTHLAND TRUST SERVIC...	THIEF RIVER FALLS 24A	10/11/2024	370-4750-66200	Fiscal Agent s Fees	PAYING AGENT FEES		390.00
NORTHLAND TRUST SERVIC...	THIEF RIVER FALLS 24A	10/11/2024	620-4710-66200	Fiscal Agent s Fees	PAYING AGENT FEES		127.50
NORTHLAND TRUST SERVIC...	THIEF RIVER FALLS 24A	10/11/2024	680-4710-66200	Fiscal Agent s Fees	PAYING AGENT FEES		45.00
						Vendor NORTHLAND TRUST SERVICES INC Total:	**750.00**
Vendor: PITNEY BOWES BANK INC PURCHASE POWER							
PITNEY BOWES BANK INC P...	21193818 - 11/20	12/01/2024	100-4670-62010	Office Supplies	POSTAGE METER REFILL		214.99
						Vendor PITNEY BOWES BANK INC PURCHASE POWER Total:	**214.99**
Vendor: POWERPLAN							
POWERPLAN	P33945	11/26/2024	100-4312-62210	Equipment Maint & Repair	CASE SKIDS - PUSH PLOW #...		544.10
						Vendor POWERPLAN Total:	**544.10**
Vendor: VERIZON WIRELESS #786782900							
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4110-63210	Communication Expense	WIRELESS PHONE SERVICE -...		336.12
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4110-63210	Communication Expense	WIRELESS PHONE CHARGES...		-336.12
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4150-63210	Communication Expense	WIRELESS PHONE CHARGES...		-174.18
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4150-63210	Communication Expense	WIRELESS PHONE SERVICE -...		174.18
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4192-63210	Communication Expense	WIRELESS PHONE CHARGES...		-40.03
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4192-63210	Communication Expense	WIRELESS PHONE SERVICE -...		40.01
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4194-63210	Communication Expense	WIRELESS PHONE CHARGES...		-41.39
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4194-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES...		-662.49
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4210-63210	Communication Expense	WIRELESS PHONE SERVICE -...		662.24
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4240-63210	Communication Expense	WIRELESS PHONE SERVICE -...		66.04
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4510-63210	Communication Expense	WIRELESS PHONE SERVICE -...		132.77
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4510-63210	Communication Expense	WIRELESS PHONE CHARGES...		-82.78
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4650-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4650-63210	Communication Expense	WIRELESS PHONE CHARGES...		-91.38
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4660-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	9979322322	11/21/2024	100-4660-63210	Communication Expense	WIRELESS PHONE CHARGES...		-41.39
VERIZON WIRELESS #78678...	9979322322	11/21/2024	610-4830-63210	Communication Expense	WIRELESS PHONE CHARGES...		-41.39
VERIZON WIRELESS #78678...	9979322322	11/21/2024	610-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	9979322322	11/21/2024	620-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		122.79

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
VERIZON WIRELESS #78678...	9979322322	11/21/2024	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES...		-122.79
VERIZON WIRELESS #78678...	9979322322	11/21/2024	650-4830-63210	Communication Expense	WIRELESS PHONE CHARGES...		-41.39
VERIZON WIRELESS #78678...	9979322322	11/21/2024	650-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	9979322322	11/21/2024	680-4830-63210	Communication Expense	WIRELESS PHONE CHARGES...		-41.39
VERIZON WIRELESS #78678...	9979322322	11/21/2024	680-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	9979322322	11/21/2024	690-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		206.95
VERIZON WIRELESS #78678...	9979322322	11/21/2024	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES...		-206.95
VERIZON WIRELESS #78678...	9979322322	11/21/2024	820-4830-63210	Communication Expense	WIRELESS PHONE CHARGES...		-41.39
VERIZON WIRELESS #78678...	9979322322	11/21/2024	820-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
						Vendor VERIZON WIRELESS #786782900 Total:	**65.77**
Vendor: VESTIS							
VESTIS	2630359934	11/26/2024	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - 11/26/...		86.75
						Vendor VESTIS Total:	**86.75**
						Grand Total:	**1,958.88**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	1,122.13
360 - 2024 IMPROVEMENT BONDS	187.50
370 - 2024 IMPROVEMENT BOND ICE PLANT	390.00
610 - LIQUOR DISPENSARY	0.00
620 - WATER UTILITY FUND	214.25
650 - TOURIST PARK - OAK VIEW GROUP	0.00
680 - WASTEWATER UTILITY FUND	45.00
690 - ELECTRIC UTILITY FUND	0.00
820 - GREENWOOD CEMETERY FUND	0.00
Grand Total:	**1,958.88**

Account Summary

Account Number	Account Name	Expense Amount
100-4110-63210	Communication Expense	0.00
100-4150-63210	Communication Expense	0.00
100-4192-63210	Communication Expense	-0.02
100-4194-63210	Communication Expense	0.00
100-4210-62990	Misc. Operating Expense	297.27
100-4210-63210	Communication Expense	-0.25
100-4240-63210	Communication Expense	66.04
100-4312-62210	Equipment Maint & Repa..	544.10
100-4510-63210	Communication Expense	49.99
100-4650-63210	Communication Expense	-49.99
100-4660-63210	Communication Expense	0.00
100-4670-62010	Office Supplies	214.99
360-4750-66200	Fiscal Agent s Fees	187.50
370-4750-66200	Fiscal Agent s Fees	390.00
610-4830-63210	Communication Expense	0.00
620-4710-66200	Fiscal Agent s Fees	127.50
620-4830-63210	Communication Expense	0.00
620-4890-63030	Contracts Expense	86.75
650-4830-63210	Communication Expense	0.00
680-4710-66200	Fiscal Agent s Fees	45.00
680-4830-63210	Communication Expense	0.00
690-4830-63210	Communication Expense	0.00
820-4830-63210	Communication Expense	0.00
	Grand Total:	**1,958.88**

Project Account Summary

Project Account Key	Expense Amount
None	1,958.88

Project Account Summary

Project Account Key		Expense Amount
None		
	Grand Total:	**1,958.88**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01217 - 12/17/24 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACE HARDWARE							
ACE HARDWARE	172350	11/06/2024	100-4560-62230	Building Maint & Repair	PAINT / BRUSH / GLOVES		54.13
ACE HARDWARE	172405	11/06/2024	680-4840-62990	Misc. Operating Expense	DRILL BIT - WW		19.99
ACE HARDWARE	172429	11/07/2024	680-4840-62990	Misc. Operating Expense	HEX KEY SET		17.98
ACE HARDWARE	173439	11/21/2024	100-4550-62990	Misc. Operating Expense	BULB - FLAG POLE		17.98
						Vendor ACE HARDWARE Total:	**110.08**
Vendor: AMERICAN WATER WORKS ASSOC							
AMERICAN WATER WORKS ...	9012052024	12/05/2024	620-4890-64330	Dues and Subscriptions	2025 ANNUAL DUES		975.00
						Vendor AMERICAN WATER WORKS ASSOC Total:	**975.00**
Vendor: AUTO VALUE T R F							
AUTO VALUE T R F	9687797	10/30/2024	100-4312-62210	Equipment Maint & Repair	OIL FILTER		16.49
AUTO VALUE T R F	9688521	11/06/2024	100-4312-62010	Office Supplies	INSPECTION BOOKS		5.99
AUTO VALUE T R F	9688521	11/06/2024	100-4315-62010	Office Supplies	INSPECTION BOOKS		13.97
AUTO VALUE T R F	9688941	11/11/2024	100-4312-62010	Office Supplies	INSPECTION BOOKS		149.70
AUTO VALUE T R F	9688941	11/11/2024	100-4315-62010	Office Supplies	INSPECTION BOOKS		349.30
AUTO VALUE T R F	9689196	11/13/2024	100-4510-62210	Equipment Maint & Repair	BATTERY - JEEP #5408		144.99
AUTO VALUE T R F	9689876	11/20/2024	680-4840-62120	Gas-Oil-Lube	OIL FILTERS / OIL		129.27
AUTO VALUE T R F	9690053	11/22/2024	680-4850-62210	Equipment Maint & Repair	TEST CLIP / POWER BLAST		11.63
AUTO VALUE T R F	9690286	11/25/2024	100-4312-62400	Small Tools and Minor Equip	CHARGER - BATTERIES		27.99
AUTO VALUE T R F	9690355	11/25/2024	100-4312-62210	Equipment Maint & Repair	AIR FILTERS		77.86
						Vendor AUTO VALUE T R F Total:	**927.19**
Vendor: AXON ENTERPRISE INC							
AXON ENTERPRISE INC	INUS300686	11/26/2024	100-4210-63320	Training Expense	TASER INSTRUCTOR COURSE..		495.00
						Vendor AXON ENTERPRISE INC Total:	**495.00**
Vendor: BENJAMIN TURESON							
BENJAMIN TURESON	REIMB 12 09 24	12/09/2024	100-4210-62880	Personal Protective Equipm...	REIMBURSE - WORK CLOTH...		313.99
BENJAMIN TURESON	REIMB APEX 12 09 24	12/09/2024	100-4210-62880	Personal Protective Equipm...	REIMBURSE - WORK CLOTH...		288.00
						Vendor BENJAMIN TURESON Total:	**601.99**
Vendor: BRIAN JACOBSON							
BRIAN JACOBSON	REIMB 12 06 24	12/06/2024	690-4890-64400	Travel, Conference, School	REIMBURSE - GASOLINE / ST...		50.00
						Vendor BRIAN JACOBSON Total:	**50.00**
Vendor: CHAD CULP							
CHAD CULP	2305	12/02/2024	505-4680-65900	Work in Process-Constructi...	2024 ST & UITL IMP PRJ - F...		5,065.00
						Vendor CHAD CULP Total:	**5,065.00**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: CITY OF T R F - POLICE DPT PETTY CASH							
CITY OF T R F - POLICE DPT ...	12 17 24	12/17/2024	100-4210-62010	Office Supplies	REIMBURSE PETTY CASH FU...		74.44
CITY OF T R F - POLICE DPT ...	12 17 24	12/17/2024	100-4210-62990	Misc. Operating Expense	REIMBURSE PETTY CASH FU...		19.65
					Vendor CITY OF T R F - POLICE DPT PETTY CASH Total:		**94.09**
Vendor: DAKOTA WHOLESALE TIRE							
DAKOTA WHOLESALE TIRE	774855	11/29/2024	100-4210-62210	Equipment Maint & Repair	4 TIRES - TASK FORCE		469.44
					Vendor DAKOTA WHOLESALE TIRE Total:		**469.44**
Vendor: DANA C KLOS							
DANA C KLOS	NOV 2024	11/29/2024	100-4210-63100	Animal Control	ANIMAL CONTROL - NOV 20...		120.00
					Vendor DANA C KLOS Total:		**120.00**
Vendor: DAVIDSON CONSTRUCTION INC							
DAVIDSON CONSTRUCTION ...	PAY REQ 1	11/21/2024	505-4680-65900	Work in Process-Constructi...	2024 ST & UTIL IMP PRJ - F...		766,083.23
					Vendor DAVIDSON CONSTRUCTION INC Total:		**766,083.23**
Vendor: DDA HUMAN RESOURCES INC							
DDA HUMAN RESOURCES I...	914	12/04/2024	100-4670-63030	Contracts Expense	CREATE PUBLIC WORKS LEA...		225.00
					Vendor DDA HUMAN RESOURCES INC Total:		**225.00**
Vendor: DIGI KEY CORPORATION							
DIGI KEY CORPORATION	12 31 24	12/06/2024	870-4710-66010	Bond Principal	TIF 1-13 - PRINCIPAL		224,974.55
DIGI KEY CORPORATION	12 31 24	12/06/2024	870-4710-66110	Bond Interest	TIF 1-13 - INTEREST		34,188.76
					Vendor DIGI KEY CORPORATION Total:		**259,163.31**
Vendor: EAZY PACK N SHIP							
EAZY PACK N SHIP	10463	11/05/2024	620-4840-62170	Field Supplies	SHIPPING CHARGES - NOV 2...		13.23
EAZY PACK N SHIP	10525	11/12/2024	680-4840-62170	Field Supplies	SHIPPING CHARGES - NOV 2...		12.89
EAZY PACK N SHIP	10533	11/12/2024	100-4150-62010	Office Supplies	SHIPPING CHARGES - NOV 2...		27.71
EAZY PACK N SHIP	10535	11/13/2024	680-4840-62170	Field Supplies	SHIPPING CHARGES - NOV 2...		12.89
EAZY PACK N SHIP	10660	11/25/2024	690-4840-62880	Personal Protective Equipm...	SHIPPING CHARGES - NOV 2...		19.55
EAZY PACK N SHIP	10711	12/03/2024	680-4840-62170	Field Supplies	SHIPPING CHARGES - DEC 2...		12.89
EAZY PACK N SHIP	10717	12/03/2024	620-4840-62170	Field Supplies	SHIPPING CHARGES - DEC 2...		27.24
					Vendor EAZY PACK N SHIP Total:		**126.40**
Vendor: ERSKINE ATTACHMENTS LLC							
ERSKINE ATTACHMENTS LLC	2226182	12/06/2024	100-4510-62210	Equipment Maint & Repair	BROOMS - TOOLCAT		1,608.00
					Vendor ERSKINE ATTACHMENTS LLC Total:		**1,608.00**
Vendor: EVANS SCRAP AND STEEL INC							
EVANS SCRAP AND STEEL INC	0224093	11/14/2024	100-4312-62210	Equipment Maint & Repair	FLAT METAL - TIRE REPAIR		21.80
					Vendor EVANS SCRAP AND STEEL INC Total:		**21.80**
Vendor: FASTENAL COMPANY							
FASTENAL COMPANY	MNROS134152	11/13/2024	680-4850-62230	Building Maint & Repair	SUPPLIES - LIFT #7 STAIRS		64.50
FASTENAL COMPANY	MNROS134153	11/13/2024	680-4850-62230	Building Maint & Repair	SUPPLIES - LIFT #7 STAIRS		8.39
FASTENAL COMPANY	MNROS134250	11/21/2024	100-4194-62990	Misc. Operating Expense	GLOVES		27.83

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
FASTENAL COMPANY	MNROS134250	11/21/2024	100-4550-62990	Misc. Operating Expense	GLOVES		27.83
						Vendor FASTENAL COMPANY Total:	**128.55**
Vendor: FLAHERTY AND HOOD PA							
FLAHERTY AND HOOD PA	22200	12/03/2024	560-4680-65940	Work in Progress - Legal/Mi...	PROF SRVCS - LITIGATION /...		168.75
						Vendor FLAHERTY AND HOOD PA Total:	**168.75**
Vendor: FLEET SUPPLY							
FLEET SUPPLY	151029	11/15/2024	100-4312-62400	Small Tools and Minor Equip	SLEDGE HAMMER		80.98
FLEET SUPPLY	151177	11/20/2024	100-4315-62880	Personal Protective Equipm...	WINTER PPE		255.97
FLEET SUPPLY	151270	11/22/2024	100-4315-62880	Personal Protective Equipm...	WINTER PPE - ELLIOT		135.99
FLEET SUPPLY	151372	11/26/2024	100-4315-62880	Personal Protective Equipm...	WINTER PPE - BIBS / GLOVES		172.75
FLEET SUPPLY	32166	11/04/2024	690-4840-62880	Personal Protective Equipm...	PPE - G HALL		106.48
FLEET SUPPLY	32383	11/12/2024	100-4312-62400	Small Tools and Minor Equip	POST DRIVER		45.98
FLEET SUPPLY	32585	11/19/2024	100-4312-62210	Equipment Maint & Repair	LYNCH PINS		2.18
FLEET SUPPLY	32645	11/22/2024	690-4840-62880	Personal Protective Equipm...	PPE - L SKIBICKI		190.38
						Vendor FLEET SUPPLY Total:	**990.71**
Vendor: FLEETPRIDE							
FLEETPRIDE	121306274	11/07/2024	100-4312-62210	Equipment Maint & Repair	FUEL TANK / FREIGHT		1,126.00
FLEETPRIDE	121419086	11/13/2024	100-4312-62210	Equipment Maint & Repair	ALUM / TANDEM TRUCK #5...		46.46
						Vendor FLEETPRIDE Total:	**1,172.46**
Vendor: GMPT							
GMPT	2025	11/26/2024	100-4510-64330	Dues and Subscriptions	2025 MEMBERSHIP DUES -...		175.00
						Vendor GMPT Total:	**175.00**
Vendor: GOPHER STATE ONE CALL							
GOPHER STATE ONE CALL	4110795	11/30/2024	690-4850-62360	Distribution Maint	BILLABLE LOCATES - NOV 20...		64.80
						Vendor GOPHER STATE ONE CALL Total:	**64.80**
Vendor: GREGORY STEPHEN HUFNAGLE							
GREGORY STEPHEN HUFNA...	131	12/01/2024	100-4240-63590	Printing & Publications	BUILDING OFFICIAL SERVICE...		7,933.05
						Vendor GREGORY STEPHEN HUFNAGLE Total:	**7,933.05**
Vendor: H & R CONST CO							
H & R CONST CO	22832	12/04/2024	690-4850-62360	Distribution Maint	GUARDRAIL REPAIR - GREE...		4,310.68
						Vendor H & R CONST CO Total:	**4,310.68**
Vendor: HAWKINS INC							
HAWKINS INC	6913327	11/13/2024	620-4840-62160	Chemicals	CHEMICALS		5,501.12
						Vendor HAWKINS INC Total:	**5,501.12**
Vendor: HAZEL BLUE FURNITURE							
HAZEL BLUE FURNITURE	68054	11/26/2024	100-4220-65200	Buildings and Structures	FLOORING - BASEMENT / O...		4,670.71
						Vendor HAZEL BLUE FURNITURE Total:	**4,670.71**
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CH...	1200674782	12/03/2024	515-4680-65920	Work in Process - Eng/Archt...	PROF SRVCS - CHIEFS COUL...		6,977.46
						Vendor HDR ENGINEERING INC - CHICAGO Total:	**6,977.46**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ICON ARCHITECTURAL GROUP LLC							
ICON ARCHITECTURAL GRO...	20240450	11/30/2024	520-4680-65900	Work in Process-Constructi...	PROF SRVCS - DESIGN SERVI...		9,977.12
ICON ARCHITECTURAL GRO...	20240451	11/30/2024	100-4671-62200	System Expense	PROF SRVCS - CITY HALL RE...		932.60
					Vendor ICON ARCHITECTURAL GROUP LLC Total:		**10,909.72**
Vendor: IHLE SPARBY AND HAASE PA							
IHLE SPARBY AND HAASE PA	04728	12/02/2024	100-4160-63040	Legal Fees	CONTRACT SRVCS - NOV 20...		2,600.00
IHLE SPARBY AND HAASE PA	04729	12/02/2024	100-4160-63040	Legal Fees	CRIMINAL SRVCS - NOV 2024		5,250.00
IHLE SPARBY AND HAASE PA	04755	12/11/2024	100-4160-63040	Legal Fees	2024 PLANNING COMMISSI...		1,432.00
					Vendor IHLE SPARBY AND HAASE PA Total:		**9,282.00**
Vendor: INNOVATIVE OFFICE SOLUTIONS LL							
INNOVATIVE OFFICE SOLUT...	IN4703847	11/26/2024	690-4840-62010	Office Supplies	DAILY CALENDAR BOOKS		82.55
					Vendor INNOVATIVE OFFICE SOLUTIONS LL Total:		**82.55**
Vendor: JEFFREY A OLSON							
JEFFREY A OLSON	2691i	12/04/2024	620-4890-64190	Rentals/Leases	WATER MAIN REPAIR - NEL...		1,500.00
					Vendor JEFFREY A OLSON Total:		**1,500.00**
Vendor: L & M SUPPLY INC							
L & M SUPPLY INC	2463538	11/19/2024	100-4312-62120	Gas-Oil-Lube	LUBE - PLOW WINGWS		23.97
L & M SUPPLY INC	2475329	11/07/2024	100-4312-62280	Salt & Gravel Expense	PANEL - SCREEN GRAVEL & ...		84.99
L & M SUPPLY INC	2479196	11/12/2024	100-4312-62260	Signs-Brooms-Paint	MAILBOX REPAIR		12.99
L & M SUPPLY INC	2479282	12/12/2024	100-4312-62260	Signs-Brooms-Paint	FIBERGLASS RODS - MARK ...		39.80
L & M SUPPLY INC	2483340	11/19/2024	690-4840-62990	Misc. Operating Expense	MOUSE TRAPS		8.98
L & M SUPPLY INC	2484074	11/20/2024	690-4850-62350	Power Plant/Dam Maint	ICE MELT - POWER PLANT		63.91
L & M SUPPLY INC	2488175	11/26/2024	100-4550-62230	Building Maint & Repair	2000W WALL HEATER		133.98
L & M SUPPLY INC	2489073	11/27/2024	100-4312-62210	Equipment Maint & Repair	FUNNELS		26.47
L & M SUPPLY INC	2489073	11/27/2024	100-4312-62230	Building Maint & Repair	FILTERS		77.94
					Vendor L & M SUPPLY INC Total:		**473.03**
Vendor: MARK BORSETH							
MARK BORSETH	2024-11	11/30/2024	100-4660-63030	Contracts Expense	PLANNING & ZONING SERVI...		487.50
					Vendor MARK BORSETH Total:		**487.50**
Vendor: MIDWEST MN COMM DEV CORP							
MIDWEST MN COMM DEV ...	12 31 24	12/06/2024	940-4710-66010	Bond Principal	TIF 1-5 PAYMENT - PRINCIP...		15,867.99
MIDWEST MN COMM DEV ...	12 31 24	12/06/2024	940-4710-66110	Bond Interest	TIF 1-5 PAYMENT - INTEREST		6,463.67
MIDWEST MN COMM DEV ...	12 31 24	12/06/2024	960-4710-66110	Bond Interest	TIF 1-7 PAYMENT - INTEREST		39,147.80
					Vendor MIDWEST MN COMM DEV CORP Total:		**61,479.46**
Vendor: MIKES AUTOMOTIVE CENTER INC							
MIKES AUTOMOTIVE CENTE...	7307	11/27/2024	100-4312-62210	Equipment Maint & Repair	TIRE REPAIR - #5501		20.00
					Vendor MIKES AUTOMOTIVE CENTER INC Total:		**20.00**
Vendor: N A P A AUTO PARTS THF RVR FL							
N A P A AUTO PARTS THF R...	112024	11/20/2024	100-4312-62210	Equipment Maint & Repair	MISC FLUIDS		47.97
N A P A AUTO PARTS THF R...	739140	11/04/2024	670-4850-62210	Equipment Maint & Repair	RADIATOR CAP - SWEEPER		10.69
N A P A AUTO PARTS THF R...	739169	11/05/2024	100-4315-62210	Equipment Maint & Repair	HEAD LIGHTS - 35607		31.96

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
N A P A AUTO PARTS THF R...	739173	11/05/2024	690-4850-62210	Equipment Maint & Repair	BATTERY - TRENCHER		146.23
N A P A AUTO PARTS THF R...	739457	11/20/2024	100-4312-62120	Gas-Oil-Lube	ANTI SEIZE		24.99
N A P A AUTO PARTS THF R...	739457	11/20/2024	100-4312-62210	Equipment Maint & Repair	WIPERS		17.58
N A P A AUTO PARTS THF R...	739571	11/26/2024	100-4312-62210	Equipment Maint & Repair	RELAY / SOCKET - LOADER		50.96
					Vendor N A P A AUTO PARTS THF RVR FL Total:		**330.38**
Vendor: NELSON EQUIPMENT OF T R F INC							
NELSON EQUIPMENT OF T R...	CT156533	11/21/2024	670-4850-62210	Equipment Maint & Repair	SWEEPER PARTS - #5702		129.78
					Vendor NELSON EQUIPMENT OF T R F INC Total:		**129.78**
Vendor: NORTH CENTRAL INTERNATIONAL LLC							
NORTH CENTRAL INTERNAT...	X205080876 01	11/15/2024	100-4312-62210	Equipment Maint & Repair	HVAC DRAIN TUBE - #5593		20.58
NORTH CENTRAL INTERNAT...	X205080902 01	11/15/2024	100-4312-62210	Equipment Maint & Repair	POWER MIRROR SWITCH - ...		68.19
					Vendor NORTH CENTRAL INTERNATIONAL LLC Total:		**88.77**
Vendor: NORTHDALE OIL INC							
NORTHDALE OIL INC	NOV 2024	11/30/2024	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		1,600.05
NORTHDALE OIL INC	NOV 2024	11/30/2024	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		149.20
					Vendor NORTHDALE OIL INC Total:		**1,749.25**
Vendor: NORTHERN STATE BANK							
NORTHERN STATE BANK	NOV 2024	12/04/2024	100-4150-63030	Contracts Expense	MONTHLY SERVICE CHARGE...		322.02
					Vendor NORTHERN STATE BANK Total:		**322.02**
Vendor: NORTHWEST POWER SYSTEMS INC							
NORTHWEST POWER SYST...	T342008	11/04/2024	100-4312-62210	Equipment Maint & Repair	GRAPPLE - CASE #5516		11.65
NORTHWEST POWER SYST...	T342019	11/05/2024	100-4510-62210	Equipment Maint & Repair	PARTS - GRAPPLE BUCKET #...		83.19
NORTHWEST POWER SYST...	T342037	11/06/2024	100-4510-62210	Equipment Maint & Repair	PARTS - GRAPPLE BUCKET #...		13.96
NORTHWEST POWER SYST...	T342040	11/06/2024	100-4510-62210	Equipment Maint & Repair	PARTS - GRAPPLE BUCKET #...		18.00
NORTHWEST POWER SYST...	T342163	11/13/2024	630-4840-62990	Misc. Operating Expense	HYD HOSE - ZAMBONI REPA...		59.58
NORTHWEST POWER SYST...	T342174	11/13/2024	100-4312-62210	Equipment Maint & Repair	UNION - TRUCK #5593		10.82
NORTHWEST POWER SYST...	T342202	11/15/2024	100-4312-62210	Equipment Maint & Repair	HYDRAULIC LINE - PLOW TR...		61.23
NORTHWEST POWER SYST...	T342219	11/18/2024	100-4312-62210	Equipment Maint & Repair	INJECTOR - SNOBLOWER #5...		70.02
NORTHWEST POWER SYST...	T342220	11/18/2024	100-4315-62210	Equipment Maint & Repair	PARTS - GARBAGE TRUCK #...		76.22
NORTHWEST POWER SYST...	T342261	11/20/2024	690-4850-62210	Equipment Maint & Repair	HYD HOSE - #110 #111		74.21
NORTHWEST POWER SYST...	T342277	11/21/2024	690-4850-62210	Equipment Maint & Repair	BATTERIES - #110		376.26
NORTHWEST POWER SYST...	T342315	11/25/2024	100-4312-62210	Equipment Maint & Repair	PARTS - CASE LOADER REPA...		67.67
NORTHWEST POWER SYST...	T342327	11/26/2024	100-4312-62210	Equipment Maint & Repair	PARTS - CASE LOADER REPA...		105.44
NORTHWEST POWER SYST...	T342348	11/27/2024	100-4315-62210	Equipment Maint & Repair	REPAIR - GARBAGE TRUCK #...		457.08
					Vendor NORTHWEST POWER SYSTEMS INC Total:		**1,485.33**
Vendor: OAK VIEW GROUP							
OAK VIEW GROUP	12 17 24 TRANS	12/17/2024	630-4840-62990	Misc. Operating Expense	OAK VIEW GROUP TRANSIT...		44,311.00
					Vendor OAK VIEW GROUP Total:		**44,311.00**
Vendor: PENNINGTON CO HUMANE SOCIETY							
PENNINGTON CO HUMANE ...	DEC 2024	12/06/2024	100-4210-63100	Animal Control	ANIMAL CONTROL SERVICES...		1,400.00
					Vendor PENNINGTON CO HUMANE SOCIETY Total:		**1,400.00**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PENNINGTON FAST LUBE INC							
PENNINGTON FAST LUBE INC	80740	11/22/2024	100-4210-62120	Gas-Oil-Lube	OIL CHANGE		58.90
						Vendor PENNINGTON FAST LUBE INC Total:	**58.90**
Vendor: PETERSON LUMBER COMPANY							
PETERSON LUMBER COMP…	2411-071227	11/21/2024	680-4840-62990	Misc. Operating Expense	SACRETE - SEWER ABANDO…		6.68
						Vendor PETERSON LUMBER COMPANY Total:	**6.68**
Vendor: QUALITY FARM SUPPLY INC							
QUALITY FARM SUPPLY INC	135931	11/27/2024	100-4312-62210	Equipment Maint & Repair	CASE LOADER #5511		133.57
						Vendor QUALITY FARM SUPPLY INC Total:	**133.57**
Vendor: RIVER FALLS ESTATES LLC							
RIVER FALLS ESTATES LLC	12 31 24	12/06/2024	980-4710-66010	Bond Principal	TIF 1-9 PAYMENT - PRINCIP…		5,718.10
RIVER FALLS ESTATES LLC	12 31 24	12/06/2024	980-4710-66110	Bond Interest	TIF 1-9 PAYMENT - INTEREST		22,671.98
						Vendor RIVER FALLS ESTATES LLC Total:	**28,390.08**
Vendor: RIVER POINTE TOWNHOMES							
RIVER POINTE TOWNHOMES	12 31 24	12/06/2024	890-4710-66010	Bond Principal	TIF 1-11 PAYMENT - PRINCI…		8,367.32
RIVER POINTE TOWNHOMES	12 31 24	12/06/2024	890-4710-66110	Bond Interest	TIF 1-11 PAYMENT - INTERE…		3,234.43
						Vendor RIVER POINTE TOWNHOMES Total:	**11,601.75**
Vendor: RMB ENVIRONMENTAL LAB INC							
RMB ENVIRONMENTAL LAB …	068719	11/26/2024	680-4840-62170	Field Supplies	LAB ANALYSIS		921.69
RMB ENVIRONMENTAL LAB …	D067909	11/06/2024	680-4840-62170	Field Supplies	LAB ANALYSIS		921.69
RMB ENVIRONMENTAL LAB …	D068251	11/07/2024	680-4840-62170	Field Supplies	LAB ANALYSIS		249.76
RMB ENVIRONMENTAL LAB …	D068522	11/14/2024	680-4840-62170	Field Supplies	LAB ANALYSIS		223.63
RMB ENVIRONMENTAL LAB …	D068667	11/19/2024	680-4840-62170	Field Supplies	LAB ANALYSIS		249.76
RMB ENVIRONMENTAL LAB …	D068672	11/14/2024	620-4840-62170	Field Supplies	LAB ANALYSIS		287.38
RMB ENVIRONMENTAL LAB …	D068739	11/19/2024	680-4840-62170	Field Supplies	LAB ANALYSIS		209.00
RMB ENVIRONMENTAL LAB …	D068743	11/19/2024	680-4840-62170	Field Supplies	LABA ANALYSIS		249.76
RMB ENVIRONMENTAL LAB …	E000445	10/30/2024	680-4840-62170	Field Supplies	LAB ANALYSIS		2,275.00
RMB ENVIRONMENTAL LAB …	E000472	11/19/2024	680-4840-62170	Field Supplies	LAB ANALYSIS		2,275.00
						Vendor RMB ENVIRONMENTAL LAB INC Total:	**7,862.67**
Vendor: ROBERT HUOT							
ROBERT HUOT	REIMB 11 26 24	11/26/2024	100-4315-62880	Personal Protective Equipm…	REIMBURSE - SAFETY TOED …		100.00
						Vendor ROBERT HUOT Total:	**100.00**
Vendor: RONNIE LUND							
RONNIE LUND	REIMB 12 06 24	12/06/2024	690-4850-62350	Power Plant/Dam Maint	GASOLINE PURCHASE - 2017…		36.40
						Vendor RONNIE LUND Total:	**36.40**
Vendor: SJOBERG'S CABLE TV							
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	100-4192-63020	Computer Maintenance & li…	MONTHLY SERVICE - DEC 20…		81.90
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	100-4192-63020	Computer Maintenance & li…	MONTHLY SERVICE - DEC 20…		225.00
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	100-4220-63020	Computer Maintenance & li…	MONTHLY SERVICE - DEC 20…		49.95
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	100-4312-63020	Computer Maintenance & li…	MONTHLY SERVICE - DEC 20…		56.95
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	100-4510-63210	Communication Expense	MONTHLY SERVICE - DEC 20…		104.50

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	100-4560-63210	Communication Expense	MONTHLY SERVICE - DEC 20...		40.39
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	610-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - DEC 20...		56.95
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	620-4830-63210	Communication Expense	MONTHLY SERVICE - DEC 20...		25.84
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	620-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - DEC 20...		49.95
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	680-4830-63210	Communication Expense	MONTHLY SERVICE - DEC 20...		475.00
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	680-4830-63210	Communication Expense	MONTHLY SERVICE - DEC 20...		85.50
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	690-4830-63210	Communication Expense	MONTHLY SERVICE - DEC 20...		142.50
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	690-4830-63210	Communication Expense	MONTHLY SERVICE - DEC 20...		142.50
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	690-4830-63210	Communication Expense	MONTHLY SERVICE - DEC 20...		34.90
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - DEC 20...		42.95
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - DEC 20...		225.00
SJOBERG'S CABLE TV	DEC 2024	12/06/2024	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - DEC 20...		49.95
						Vendor SJOBERG'S CABLE TV Total:	**1,889.73**
Vendor: SORVIG OIL INC							
SORVIG OIL INC	24701	11/25/2024	690-4840-62120	Gas-Oil-Lube	HYD OIL - BUCKET TRUCK		1,220.00
SORVIG OIL INC	24702	11/26/2024	100-4312-62120	Gas-Oil-Lube	DYED KEROSENE - PRESSURE..		125.00
						Vendor SORVIG OIL INC Total:	**1,345.00**
Vendor: STONES MOBILE RADIO INC							
STONES MOBILE RADIO INC	2057876	11/22/2024	690-16400	Machinery & Equipment	LIGHT - 2024 FORD T-250		1,842.46
						Vendor STONES MOBILE RADIO INC Total:	**1,842.46**
Vendor: T R F HARDWARE							
T R F HARDWARE	22257689	11/06/2024	100-4312-62260	Signs-Brooms-Paint	MAILBOX		24.99
T R F HARDWARE	22257692	11/06/2024	690-4840-62990	Misc. Operating Expense	CABLE TIES - #105		16.99
T R F HARDWARE	22257745	11/06/2024	680-4840-62990	Misc. Operating Expense	CUT OFF - WW SUPPLIES		17.07
T R F HARDWARE	22260400	11/27/2024	690-4850-62350	Power Plant/Dam Maint	NUT / BOLTS		10.14
						Vendor T R F HARDWARE Total:	**69.19**
Vendor: TENNANT SALES AND SERVICE COMPANY							
TENNANT SALES AND SERVI...	920906408	11/28/2024	690-4840-62880	Personal Protective Equipm...	SCRUBBER BRUSH		934.72
						Vendor TENNANT SALES AND SERVICE COMPANY Total:	**934.72**
Vendor: THIEF RIVER AUTOMOTIVE LLC							
THIEF RIVER AUTOMOTIVE L...	SO# TR112088	10/31/2024	100-4210-62210	Equipment Maint & Repair	BRAKES / ROTORS		1,494.00
THIEF RIVER AUTOMOTIVE L...	SO# TR112365	11/13/2024	100-4210-62210	Equipment Maint & Repair	COIL ASSEMBLY / SPARK PL...		584.70
THIEF RIVER AUTOMOTIVE L...	SO# TR112500	11/18/2024	100-4210-62120	Gas-Oil-Lube	OIL CHANGE		62.50
THIEF RIVER AUTOMOTIVE L...	SO# TR112500	11/18/2024	100-4210-62210	Equipment Maint & Repair	REPLACE LINK STABILIZER B...		280.87
						Vendor THIEF RIVER AUTOMOTIVE LLC Total:	**2,422.07**
Vendor: TROY MERCIL CONSTRUCTION LLC							
TROY MERCIL CONSTRUCTI...	816	11/23/2024	820-4890-63030	Contracts Expense	OPEN / CLOSE FEE - LES SNE...		800.00
						Vendor TROY MERCIL CONSTRUCTION LLC Total:	**800.00**
Vendor: U S POSTMASTER							
U S POSTMASTER	2025 - 413	12/11/2024	100-4210-62010	Office Supplies	2025 P O BOX RENT - #413		120.00

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
U S POSTMASTER	528 - 2025	12/06/2024	100-4150-62010	Office Supplies	2025 POST OFFICE BOX REN…		188.00
						Vendor U S POSTMASTER Total:	**308.00**
Vendor: USABLUEBOOK							
USABLUEBOOK	INV00542887	11/14/2024	620-4850-62200	System Expense	VALVE MARKERS		367.78
						Vendor USABLUEBOOK Total:	**367.78**
Vendor: WASTE MASTERS LLC							
WASTE MASTERS LLC	467	12/02/2024	100-4315-63030	Contracts Expense	GARAGE TIPPING FEES - NO…		21,418.66
WASTE MASTERS LLC	4BX00073	11/30/2024	610-4840-62990	Misc. Operating Expense	CARDBOARD DUMPSTER		96.00
WASTE MASTERS LLC	4BX00248	11/30/2024	100-4315-63030	Contracts Expense	DOWNTOWN COLLECTION -…		162.50
						Vendor WASTE MASTERS LLC Total:	**21,677.16**
Vendor: WAYDE JENSEN							
WAYDE JENSEN	102671546	12/01/2024	100-4210-62010	Office Supplies	WORK BOOT ALLOWANCE		158.00
						Vendor WAYDE JENSEN Total:	**158.00**
Vendor: WESTSIDE MOTORS OF TRF INC							
WESTSIDE MOTORS OF TRF …	28831	11/12/2024	100-4210-62210	Equipment Maint & Repair	OXYGEN SENSOR INSTALLED		579.21
						Vendor WESTSIDE MOTORS OF TRF INC Total:	**579.21**
						Grand Total:	**1,282,862.98**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	60,953.57
505 - 2024 ST AND UTILITY PROJECT	771,148.23
515 - CHIEFS COULEE	6,977.46
520 - 2018 ARENA PROJECT	9,977.12
560 - WASTE WATER FORCE MAIN	168.75
610 - LIQUOR DISPENSARY	152.95
620 - WATER UTILITY FUND	8,747.54
630 - ARENAS - OAK VIEW GROUP	44,370.58
670 - STORM WATER UTILITY FUND	140.47
680 - WASTEWATER UTILITY FUND	8,449.97
690 - ELECTRIC UTILITY FUND	10,341.74
820 - GREENWOOD CEMETERY FUND	800.00
870 - TIF 1-13 DIGI-KEY	259,163.31
890 - TIF 1-11 RIVER POINTE TOWNHOME	11,601.75
940 - TIF 1-5 WENDT DRIVE	22,331.66
960 - TIF 1-7 ELEMENTARY ADDN	39,147.80
980 - TIF 1-9 RIVERFALLS ESTATES	28,390.08
Grand Total:	**1,282,862.98**

Account Summary

Account Number	Account Name	Expense Amount
100-4150-62010	Office Supplies	215.71
100-4150-63030	Contracts Expense	322.02
100-4160-63040	Legal Fees	9,282.00
100-4192-63020	Computer Maintenance...	306.90
100-4194-62990	Misc. Operating Expense	27.83
100-4210-62010	Office Supplies	352.44
100-4210-62120	Gas-Oil-Lube	1,721.45
100-4210-62210	Equipment Maint & Repa..	3,408.22
100-4210-62880	Personal Protective Equi...	601.99
100-4210-62990	Misc. Operating Expense	19.65
100-4210-63100	Animal Control	1,520.00
100-4210-63320	Training Expense	495.00
100-4220-63020	Computer Maintenance...	49.95
100-4220-65200	Buildings and Structures	4,670.71
100-4240-63590	Printing & Publications	7,933.05
100-4312-62010	Office Supplies	155.69
100-4312-62120	Gas-Oil-Lube	173.96
100-4312-62210	Equipment Maint & Repa..	2,002.94
100-4312-62230	Building Maint & Repair	77.94
100-4312-62260	Signs-Brooms-Paint	77.78
100-4312-62280	Salt & Gravel Expense	84.99

Account Summary

Account Number	Account Name	Expense Amount
100-4312-62400	Small Tools and Minor E...	154.95
100-4312-63020	Computer Maintenance...	56.95
100-4315-62010	Office Supplies	363.27
100-4315-62210	Equipment Maint & Repa..	565.26
100-4315-62880	Personal Protective Equi...	664.71
100-4315-63030	Contracts Expense	21,581.16
100-4510-62210	Equipment Maint & Repa..	1,868.14
100-4510-63210	Communication Expense	104.50
100-4510-64330	Dues and Subscriptions	175.00
100-4550-62230	Building Maint & Repair	133.98
100-4550-62990	Misc. Operating Expense	45.81
100-4560-62230	Building Maint & Repair	54.13
100-4560-63210	Communication Expense	40.39
100-4660-63030	Contracts Expense	487.50
100-4670-63030	Contracts Expense	225.00
100-4671-62200	System Expense	932.60
505-4680-65900	Work in Process-Constru...	771,148.23
515-4680-65920	Work in Process - Eng/Ar...	6,977.46
520-4680-65900	Work in Process-Constru...	9,977.12
560-4680-65940	Work in Progress - Legal...	168.75
610-4840-62990	Misc. Operating Expense	96.00
610-4890-63020	Computer Maintenance...	56.95
620-4830-63210	Communication Expense	25.84
620-4840-62160	Chemicals	5,501.12
620-4840-62170	Field Supplies	327.85
620-4850-62200	System Expense	367.78
620-4890-63020	Computer Maintenance...	49.95
620-4890-64190	Rentals/Leases	1,500.00
620-4890-64330	Dues and Subscriptions	975.00
630-4840-62990	Misc. Operating Expense	44,370.58
670-4850-62210	Equipment Maint & Repa..	140.47
680-4830-63210	Communication Expense	560.50
680-4840-62120	Gas-Oil-Lube	129.27
680-4840-62170	Field Supplies	7,613.96
680-4840-62990	Misc. Operating Expense	61.72
680-4850-62210	Equipment Maint & Repa..	11.63
680-4850-62230	Building Maint & Repair	72.89
690-16400	Machinery & Equipment	1,842.46
690-4830-63210	Communication Expense	319.90
690-4840-62010	Office Supplies	82.55
690-4840-62120	Gas-Oil-Lube	1,369.20
690-4840-62880	Personal Protective Equi...	1,251.13

Account Summary

Account Number	Account Name	Expense Amount
690-4840-62990	Misc. Operating Expense	25.97
690-4850-62210	Equipment Maint & Repa..	596.70
690-4850-62350	Power Plant/Dam Maint	110.45
690-4850-62360	Distribution Maint	4,375.48
690-4890-63020	Computer Maintenance...	317.90
690-4890-64400	Travel, Conference, Sch...	50.00
820-4890-63030	Contracts Expense	800.00
870-4710-66010	Bond Principal	224,974.55
870-4710-66110	Bond Interest	34,188.76
890-4710-66010	Bond Principal	8,367.32
890-4710-66110	Bond Interest	3,234.43
940-4710-66010	Bond Principal	15,867.99
940-4710-66110	Bond Interest	6,463.67
960-4710-66110	Bond Interest	39,147.80
980-4710-66010	Bond Principal	5,718.10
980-4710-66110	Bond Interest	22,671.98
	Grand Total:	**1,282,862.98**

Project Account Summary

Project Account Key		Expense Amount
None		1,282,862.98
	Grand Total:	**1,282,862.98**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01219 - PYPKT01304 - 2024 12 12 #25 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0001396	12/12/2024	740-20150	Payroll Taxes Payable	MEDICARE		8,073.38
INTERNAL REVENUE SERVICE	INV0001396	12/12/2024	740-20150	Payroll Taxes Payable	FED W/H		27,727.37
INTERNAL REVENUE SERVICE	INV0001396	12/12/2024	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		23,910.92
						Vendor INTERNAL REVENUE SERVICE Total:	**59,711.67**
Vendor: LAW ENFORCEMENT LABOR SERVICES							
LAW ENFORCEMENT LABOR...	INV0001390	12/12/2024	740-24000	Clearing Account	LELS Dues		987.00
						Vendor LAW ENFORCEMENT LABOR SERVICES Total:	**987.00**
Vendor: MEDICAREBLUE RX							
MEDICAREBLUE RX	INV0001399	12/05/2024	740-4870-63650	Senior Gold BC/BS Monthly ...	December 2024 Billing		1,687.50
						Vendor MEDICAREBLUE RX Total:	**1,687.50**
Vendor: MN DPT OF REVENUE - GARNISHMENTS							
MN DPT OF REVENUE - GA...	INV0001392	12/12/2024	740-24000	Clearing Account	Garnishment		448.54
						Vendor MN DPT OF REVENUE - GARNISHMENTS Total:	**448.54**
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WIT...	INV0001395	12/12/2024	740-20160	State Withholding	State W/H Tax		13,213.65
						Vendor MN DPT OF REVENUE - WITHHOLDING Total:	**13,213.65**
Vendor: NCPERS GROUP LIFE INSURANCE							
NCPERS GROUP LIFE INSUR...	INV0001391	12/12/2024	740-24000	Clearing Account	PLIFE		592.00
						Vendor NCPERS GROUP LIFE INSURANCE Total:	**592.00**
Vendor: NORTHWEST SERVICE COOPERATIVE							
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	100-4150-61310	Health Insurance	Health Insurance Premium		4,968.94
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	100-4210-61310	Health Insurance	Health Insurance Premium		21,838.88
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	100-4220-61310	Health Insurance	Health Insurance Premium		6,686.52
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	100-4312-61310	Health Insurance	Health Insurance Premium		5,327.12
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	100-4315-61310	Health Insurance	Health Insurance Premium		6,686.52
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	100-4510-61310	Health Insurance	Health Insurance		2,642.44
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	100-4650-61310	Health Insurance	Health Insurance Premium		2,642.44
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	100-4660-61310	Health Insurance	Health Insurance Premium		1,625.68
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	610-4825-61310	Health Insurance	Health Insurance Premium		11,254.17
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	620-4825-61310	Health Insurance	Health Insurance Premium		5,336.87
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	680-4825-61310	Health Insurance	Health Insurance Premium		6,525.68
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	690-4825-61310	Health Insurance	Health Insurance Premium		21,271.66
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	740-4870-63620	Employee BC/BS Monthly Bil..	Health Insurance Employee ...		13,588.42

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
NORTHWEST SERVICE COO...	INV0001400	12/01/2024	740-4870-63660	Retiree BC/BS Monthly billi...	Health Insurance Retiree		6,946.40
						Vendor NORTHWEST SERVICE COOPERATIVE Total:	**117,341.74**
Vendor: P E R A OF MN							
P E R A OF MN	INV0001394	12/12/2024	740-20180	PERA Payable	PERA EE/ER COORD		27,730.61
P E R A OF MN	INV0001394	12/12/2024	740-20180	PERA Payable	PERA EE/ER P&F		25,914.14
						Vendor P E R A OF MN Total:	**53,644.75**
Vendor: SUN LIFE FINANCIAL (LTD)							
SUN LIFE FINANCIAL (LTD)	INV0001393	12/12/2024	740-24000	Clearing Account	LTD Premium		520.94
						Vendor SUN LIFE FINANCIAL (LTD) Total:	**520.94**
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0001387	12/12/2024	740-24000	Clearing Account	Contributions Employee		4,494.34
						Vendor VANTAGEPOINT ICMA Total:	**4,494.34**
Vendor: WEX BANK							
WEX BANK	INV0001389	12/12/2024	740-24000	Clearing Account	HSA		532.20
						Vendor WEX BANK Total:	**532.20**
						Grand Total:	**253,174.33**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	52,418.54
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	156,367.41
Grand Total:	**253,174.33**

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	4,968.94
100-4210-61310	Health Insurance	21,838.88
100-4220-61310	Health Insurance	6,686.52
100-4312-61310	Health Insurance	5,327.12
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	59,711.67
740-20160	State Withholding	13,213.65
740-20180	PERA Payable	53,644.75
740-24000	Clearing Account	7,575.02
740-4870-63620	Employee BC/BS Monthl...	13,588.42
740-4870-63650	Senior Gold BC/BS Mont...	1,687.50
740-4870-63660	Retiree BC/BS Monthly bi..	6,946.40
	Grand Total:	**253,174.33**

Project Account Summary

Project Account Key	Expense Amount
None	253,174.33
Grand Total:	**253,174.33**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01220 - PYPKT01304 - 2024 12 12 #25 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VSP INSURANCE CO							
VSP INSURANCE CO	INV0001388	12/12/2024	740-24000	Clearing Account	FLEX VISION		363.76
						Vendor VSP INSURANCE CO Total:	**363.76**
Vendor: WEX HEALTH INC							
WEX HEALTH INC	INV0001397	12/03/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		208.33
WEX HEALTH INC	INV0001401	12/11/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		22.27
						Vendor WEX HEALTH INC Total:	**230.60**
						Grand Total:	**594.36**

Fund Summary

Fund		Expense Amount
740 - TRF HEALTH INSURANCE FUND		594.36
	Grand Total:	**594.36**

Account Summary

Account Number	Account Name	Expense Amount
740-20300	Flex Payroll Deductions	230.60
740-24000	Clearing Account	363.76
	Grand Total:	**594.36**

Project Account Summary

Project Account Key		Expense Amount
None		594.36
	Grand Total:	**594.36**

Council Approval Register

City of Thief River Falls, MN

:et: APPKT01221 - 12/09/24 DIRECT PAYABLES - ELECTRIC 2017 FORD EXPLORER

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PENNINGTON CO MOTOR VEHICLE							
PENNINGTON CO MOTOR V…	GB1903	12/06/2024	690-16400	Machinery & Equipment	REG FEES - 2017 FORD EXP…		998.88
						Vendor PENNINGTON CO MOTOR VEHICLE Total:	**998.88**
						Grand Total:	**998.88**

Fund Summary

Fund		Expense Amount
690 - ELECTRIC UTILITY FUND		998.88
	Grand Total:	**998.88**

Account Summary

Account Number	Account Name	Expense Amount
690-16400	Machinery & Equipment	998.88
	Grand Total:	**998.88**

Project Account Summary

Project Account Key		Expense Amount
None		998.88
	Grand Total:	**998.88**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01222 - 12/10/24 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 NOV 2024	12/09/2024	100-4210-62010	Office Supplies	2ND HALF NOV 2024 - CARD...		23.59
AMAZON CAPITAL SERVICES ..	2ND HALF NOV 2024	12/09/2024	100-4210-62010	Office Supplies	2ND HALF NOV 2024 - FILE ...		32.54
AMAZON CAPITAL SERVICES ..	2ND HALF NOV 2024	12/09/2024	100-4220-62210	Equipment Maint & Repair	2ND HALF NOV 2024 - CORD..		21.30
AMAZON CAPITAL SERVICES ..	2ND HALF NOV 2024	12/09/2024	100-4220-62990	Misc. Operating Expense	2ND HALF NOV 2024 - MEC...		6.22
AMAZON CAPITAL SERVICES ..	2ND HALF NOV 2024	12/09/2024	100-4220-62990	Misc. Operating Expense	2ND HALF NOV 2024 - GEL ...		5.53
AMAZON CAPITAL SERVICES ..	2ND HALF NOV 2024	12/09/2024	620-4850-62290	Water Meter Maintenance	2ND HALF NOV 2024 - COP...		15.66
					Vendor AMAZON CAPITAL SERVICES INC Total:		**104.84**
Vendor: BANKCARD ELECTRONIC PYMTS INC							
BANKCARD ELECTRONIC P...	NOV 2024 - LQR	12/02/2024	610-4890-63060	Credit Card Fees	CREDIT CARD FEES - NOV 2...		8,958.05
					Vendor BANKCARD ELECTRONIC PYMTS INC Total:		**8,958.05**
Vendor: DIGI KEY CORPORATION							
DIGI KEY CORPORATION	107511685	10/02/2024	100-4210-62990	Misc. Operating Expense	BATTERIES		96.88
DIGI KEY CORPORATION	107890484	10/21/2024	100-4220-62990	Misc. Operating Expense	BATTERIES		123.12
DIGI KEY CORPORATION	108087490	10/29/2024	690-4850-62360	Distribution Maint	BATTERIES - SCADA		122.68
					Vendor DIGI KEY CORPORATION Total:		**342.68**
Vendor: GLOBAL PAYMENTS INTEGRATED							
GLOBAL PAYMENTS INTEGR...	NOV 2024 - ASHLEY	12/02/2024	100-4670-63060	Credit Card Fees	CREDIT CARD FEES - NOV 2...		232.30
GLOBAL PAYMENTS INTEGR...	NOV 2024 - ASHLEY	12/02/2024	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - NOV 2...		1,695.64
GLOBAL PAYMENTS INTEGR...	NOV 2024 - ELEC	12/02/2024	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - NOV 2...		7,355.34
GLOBAL PAYMENTS INTEGR...	NOV 2024 - GEN	12/02/2024	100-4670-63060	Credit Card Fees	CREDIT CARD FEES - NOV 24...		94.37
GLOBAL PAYMENTS INTEGR...	NOV 2024	12/02/2024	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - NOV 2...		99.54
					Vendor GLOBAL PAYMENTS INTEGRATED Total:		**9,477.19**
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CH...	1200667739-7	11/20/2024	555-4680-65920	Work in Process - Eng/Archt...	PROF SRVCS - TH #59 CORR...		8,046.65
					Vendor HDR ENGINEERING INC - CHICAGO Total:		**8,046.65**
Vendor: MIDWEST OVERHEAD CRANE CORP							
MIDWEST OVERHEAD CRAN...	144950	02/29/2024	620-4850-62210	Equipment Maint & Repair	ANNUAL INSPECTION - OVE...		1,241.00
					Vendor MIDWEST OVERHEAD CRANE CORP Total:		**1,241.00**
Vendor: MINNESOTA ENERGY GROUP-00003							
MINNESOTA ENERGY GROU...	5279516946	12/05/2024	100-4220-63890	Utilities Expense	GAS METER READING - NOV...		147.92
MINNESOTA ENERGY GROU...	5279516946	12/05/2024	100-4550-63890	Utilities Expense	GAS METER READING - NOV...		259.44
MINNESOTA ENERGY GROU...	5279516946	12/05/2024	100-4560-63890	Utilities Expense	GAS METER READING - NOV...		263.81
MINNESOTA ENERGY GROU...	5279516946	12/05/2024	100-4570-63890	Utilities Expense	GAS METER READING - NOV...		260.65

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
MINNESOTA ENERGY GROU…	5279516946	12/05/2024	680-4830-63890	Utilities Expense	GAS METER READING - NOV…	23.94
					Vendor MINNESOTA ENERGY GROUP-00003 Total:	**955.76**
Vendor: POMPS TIRE SERVICE INC						
POMPS TIRE SERVICE INC	1550031206	11/21/2024	100-4210-62210	Equipment Maint & Repair	NEW TIRE	154.66
POMPS TIRE SERVICE INC	1550031210	11/21/2024	670-4850-62210	Equipment Maint & Repair	TIRES - SWEEPER #5702	433.00
					Vendor POMPS TIRE SERVICE INC Total:	**587.66**
Vendor: T R F ARCHERY CLUB INC						
T R F ARCHERY CLUB INC	2024 FLAGS	12/09/2024	100-4110-62990	Misc. Operating Expense	2024 HOLIDAY / EVENT FLA…	800.00
					Vendor T R F ARCHERY CLUB INC Total:	**800.00**
Vendor: T R F CONVENTION &						
T R F CONVENTION &	OCT 2024	12/09/2024	100-4670-63030	Contracts Expense	LODGING TAX - OCT 2024	11,227.26
					Vendor T R F CONVENTION & Total:	**11,227.26**
Vendor: VERIZON WIRELESS #742042583						
VERIZON WIRELESS #74204…	6100094292	12/01/2024	100-4220-63210	Communication Expense	IPAD CHARGES - DEC 2024	80.02
VERIZON WIRELESS #74204…	6100094292	12/01/2024	100-4240-63210	Communication Expense	IPAD CHARGES - DEC 2024	40.01
VERIZON WIRELESS #74204…	6100094292	12/01/2024	100-4650-63210	Communication Expense	IPAD CHARGES - DEC 2024	80.02
VERIZON WIRELESS #74204…	6100094292	12/01/2024	620-4830-63210	Communication Expense	IPAD CHARGES - DEC 2024	120.03
VERIZON WIRELESS #74204…	6100094292	12/01/2024	680-4830-63210	Communication Expense	IPAD CHARGES - DEC 2024	40.01
VERIZON WIRELESS #74204…	6100094292	12/01/2024	690-4830-63210	Communication Expense	IPAD CHARGES - DEC 2024	360.09
					Vendor VERIZON WIRELESS #742042583 Total:	**720.18**
Vendor: YVONNE PEDERSON						
YVONNE PEDERSON	JAN 2025	12/09/2024	810-4820-61500	Annuity Payments	POLICE PENSION - JAN 2025	1,137.06
					Vendor YVONNE PEDERSON Total:	**1,137.06**
					Grand Total:	**43,598.33**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	13,949.64
555 - TH59 CORRIDOR	8,046.65
610 - LIQUOR DISPENSARY	8,958.05
620 - WATER UTILITY FUND	1,376.69
670 - STORM WATER UTILITY FUND	433.00
680 - WASTEWATER UTILITY FUND	63.95
690 - ELECTRIC UTILITY FUND	9,633.29
810 - POLICE RELIEF ASSOCIATION	1,137.06
Grand Total:	**43,598.33**

Account Summary

Account Number	Account Name	Expense Amount
100-4110-62990	Misc. Operating Expense	800.00
100-4210-62010	Office Supplies	56.13
100-4210-62210	Equipment Maint & Repa..	154.66
100-4210-62990	Misc. Operating Expense	96.88
100-4220-62210	Equipment Maint & Repa..	21.30
100-4220-62990	Misc. Operating Expense	134.87
100-4220-63210	Communication Expense	80.02
100-4220-63890	Utilities Expense	147.92
100-4240-63210	Communication Expense	40.01
100-4550-63890	Utilities Expense	259.44
100-4560-63890	Utilities Expense	263.81
100-4570-63890	Utilities Expense	260.65
100-4650-63210	Communication Expense	80.02
100-4670-63030	Contracts Expense	11,227.26
100-4670-63060	Credit Card Fees	326.67
555-4680-65920	Work in Process - Eng/Ar...	8,046.65
610-4890-63060	Credit Card Fees	8,958.05
620-4830-63210	Communication Expense	120.03
620-4850-62210	Equipment Maint & Repa..	1,241.00
620-4850-62290	Water Meter Maintenan...	15.66
670-4850-62210	Equipment Maint & Repa..	433.00
680-4830-63210	Communication Expense	40.01
680-4830-63890	Utilities Expense	23.94
690-4830-63210	Communication Expense	360.09
690-4850-62360	Distribution Maint	122.68
690-4890-63060	Credit Card Fees	9,150.52
810-4820-61500	Annuity Payments	1,137.06
	Grand Total:	**43,598.33**

Project Account Summary

Project Account Key		Expense Amount
None		43,598.33
	Grand Total:	**43,598.33**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01224 - 12/11/24 DIRECT PAYABLES - NORM BETLAND

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: NORMAN BETLAND							
NORMAN BETLAND	020	11/13/2024	100-4650-63030	Contracts Expense	GIS CONSULTING - OCT 26 …		330.00
						Vendor NORMAN BETLAND Total:	**330.00**
						Grand Total:	**330.00**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		330.00
	Grand Total:	**330.00**

Account Summary

Account Number	Account Name	Expense Amount
100-4650-63030	Contracts Expense	330.00
	Grand Total:	**330.00**

Project Account Summary

Project Account Key		Expense Amount
None		330.00
	Grand Total:	**330.00**

City of Thief River Falls, MN

Refund Check Register

Refund Check Detail

UBPKT02866 - MEGAN BOURNE-ARLT

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
28-03973-002	BOURNE, MEGAN E	11/26/2024	94093	5,796.66			5796.66	Deposit
Total Refunds: 1			**Total Refunded Amount:**	5,796.66				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	5796.66
Revenue Total:	5796.66

General Ledger Distribution

Posting Date: 11/26/2024

	Account Number	Account Name	Posting Amount	IFT
Fund: 690 - ELECTRIC UTILITY FUND				
	690-10101	Cash & Investments	-5,796.66	Yes
	690-11530	Accts Receivable - Billing	5,796.66	
		690 Total:	0.00	
Fund: 999 - POOL CASH FUND				
	999-10101	Pooled Cash & Investments	-5,796.66	
	999-20700	Due To Other Funds	5,796.66	Yes
		999 Total:	0.00	
		Distribution Total:	0.00	

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: 12/17/2024

SUBJECT: Adopt the City of Thief River Falls Final 2025 Budget

RECOMMENDATION: It is respectfully requested the City Council accept Administrative Services Committee recommendation:

MOTION TO: By the City Council, to adopt the City of Thief River Falls Final 2025 Budget. A summary of the 2025 revenue and expenditures is as follows:

	2025 REVENUE	2025 EXPENSE	FUND BALANCE RESERVES + OR -
General Fund	$ 11,097,465.00	$ 11,112,465.00	$ (15,000.00)
Liquor Dispensary	$ 5,155,350.00	$ 5,652,940.00	$ (497,590.00)
Electric Utility Fund	$ 17,995,000.00	$ 17,898,413.00	$ 96,587.00
Storm Water Utility Fund	$ 372,000.00	$ 372,000.00	$ -
Water Utility Fund	$ 3,212,342.00	$ 3,738,418.00	$ (526,076.00)
Wastewater Utility Fund	$ 1,258,150.00	$ 1,220,139.00	$ 38,011.00
Police Relief Pension Fund	$ 12,585.00	$ 15,467.00	$ (2,882.00)
Debt Service Fund	$ 1,665,453.00	$ 1,704,259.00	$ (38,806.00)
TOTALS	**$ 40,768,345.00**	**$ 41,714,101.00**	**$ (945,756.00)**

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:
None

City of Thief River Falls

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

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

Request for Council Action

DATE: 12/17/2024

SUBJECT: Approval of 2025 Tax Levy

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

MOTION TO: By the City Council, to certify the City of Thief River Falls 2025 Tax Levy at $3,909,417 to the Pennington County Auditor, representing a 6.79% increase from the 2024 Tax Levy. This 6.79% increase also produced an increase in the City of Thief River Falls' proposed tax rate. The breakdown of the 2025 Tax Levy is as follows:

General Fund Levy	$2,710,273
Bonded Debt Levy	$1,199,144
Net Tax Levy	$3,909,417

BACKGROUND: On September 3, 2024 the City of Thief River Falls set the 2025 preliminary tax levy at $4,051,075.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION: In order to comply with state law, cities with a population over 500 must approve their final 2025 tax levy no later than December 30, 2024.

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:
None

City of Thief River Falls

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

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

Request for Council Action

DATE: 12/17/2024

SUBJECT: Approval To Process Year-End Accounts Payable Through December 31, 2024

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

MOTION TO: By the City Council, to authorize staff to process year-end accounts payable with payment on December 31, 2024. Staff will email a report to the Council prior to payment with Council invited to contact City Administrator Angela Philipp if they see something they question.

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

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:
None

City of Thief River Falls

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

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

Request for Council Action

DATE: 12/17/2024

SUBJECT: Approve Uncollectible Utility Account Write-offs.

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

MOTION TO: Accept a Utility Committee recommendation to approve write-off of uncollectible utilities accounts for the previous 12-month period. $11,624.38 has been turned over to the Credit Bureau; $51,763.08 has been submitted to the MN Revenue Recapture program, $3,507.27 in small direct write-offs and $21,129.62 turned over to tax roll, for a total of $88,024.35.

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

KEY ISSUES: Most delinquents are turned over to the Minnesota Revenue Recapture program to be taken from the customers' State tax withholdings and end up being paid. A few are turned over to the Credit Bureau. If the customer who incurred the bill owned the property, we can certify it to the County for collection with taxes.

FINANCIAL CONSIDERATIONS: Total to write off is $88,024.35. It is anticipated that the majority of that will be recovered by the Minnesota Revenue Recapture Program and tax roll.

LEGAL CONSIDERATION: City policy is followed.

DEPARTMENT/RESPONSIBLE PERSON: Jeremy Treitline, Utility Billing

ATTACHMENTS:

1.	2024 Turnovers

2024 TURNOVERS

ADDRESS	AMOUNT	COLLECTION AGENCY
510 1ST ST E	1,775.96	MN RECAP
620 MAIN AVE N	624.95	MN RECAP
417 3RD ST W APT 303	47.84	MN RECAP
624 KINNEY AVE N APT 204	121.87	MN RECAP
1103 MEADOW ST LOT 34	1,121.47	MN RECAP
933 RESERVE AVE N LOT 28	323.64	MN RECAP
912 PLEASANT AVE LOT 36	356.99	MN RECAP
323 ATLANTIC AVE N APT 1	501.08	MN RECAP
421 ATLANTIC AVE N	417.95	MN RECAP
925 FALLS AVE LOT 89	432.32	MN RECAP
209 ST PAUL AVE S	506.80	MN RECAP
601 STATE AVE N	2,119.44	MN RECAP
110 5TH ST E	843.26	MN RECAP
1100 MEADOW ST LOT 35	174.39	MN RECAP
714 2ND ST W LOT 25	970.17	MN RECAP
1754 1ST ST E	788.20	MN RECAP
1018 MAIN AVE N	606.66	MN RECAP
915 PLEASANT AVE LOT 58	193.20	MN RECAP
2001 GREENWOOD ST E APT 106	41.49	MN RECAP
510 1ST ST E	1,272.87	MN RECAP
1204 SUNSET ST LOT 15	270.30	MN RECAP
1238 EDGEWOOD DR APT 4	166.02	MN RECAP
112 CONLEY AVE S	677.84	MN RECAP
412 MAIN AVE N	1,470.48	MN RECAP
205 HORACE AVE N APT 5	178.14	MN RECAP
824 FALLS AVE LOT 71	1,205.08	MN RECAP
614 DAVIS AVE N	1,650.94	MN RECAP
102 NORA ST E	693.87	MN RECAP
117 4TH ST W	490.38	MN RECAP
106 COTTONWOOD AVE APT 201	383.71	MN RECAP
904 HORACE AVE N	112.76	MN RECAP
603 8TH ST E	385.05	MN RECAP
812 DULUTH AVE N	1,628.69	MN RECAP
1218 SUNSET ST LOT 18	2,723.25	MN RECAP
921 FALLS AVE LOT 87	2,316.82	MN RECAP
1126 STEPHEN ST LOT 70	1,767.42	MN RECAP
1025 ALICE DR	1,505.70	MN RECAP
936 MAIN AVE N	1,326.54	MN RECAP
1102 DEWEY AVE N	1,288.56	MN RECAP
902 OAKMONT DR	698.12	MN RECAP
1201 CHRISTOPHER ST LOT 112	312.18	MN RECAP
1411 1ST ST W APT 109	59.30	MN RECAP

ADDRESS	AMOUNT	COLLECTION AGENCY
1106 MAIN AVE	1,069.05	MN RECAP
1301 1ST ST W APT 201	121.46	MN RECAP
1912 GREENWOOD ST E APT 101	77.83	MN RECAP
624 KINNEY AVE N APT 202	772.34	MN RECAP
811 LABREE AVE N	811.79	MN RECAP
1029 ALICE DR	700.80	MN RECAP
1122 SUNSET ST LOT 13	539.63	MN RECAP
1528 MN HWY 1 E APT 106	518.34	MN RECAP
925 ALICE DR APT 312	441.74	MN RECAP
1912 GREENWOOD ST E APT 203	141.75	MN RECAP
324 1/2 RIVERSIDE AVE S	434.68	MN RECAP
416 MAIN AVE N APT 7	117.38	MN RECAP
201 1/2 STA PAUL AVE S APT B	367.38	MN RECAP
318 1/2 LABREE AVE N APT 4	676.60	MN RECAP
924 FALLS AVE LOT 80	1,583.98	MN RECAP
421 1/2 RED LAKE BLVD	653.44	MN RECAP
619 STATE AVE N APT 10	239.28	MN RECAP
408 RIVERSIDE AVE S	955.62	MN RECAP
107 MAPLE AVE N	1,287.88	MN RECAP
105 MAPLE AVE S	657.80	MN RECAP
1750 1ST ST E	589.71	MN RECAP
916 FALLS AVE LOT 77	607.35	MN RECAP
1301 1ST ST W APT 206	29.41	MN RECAP
1411 1ST ST W APT 206	144.09	MN RECAP
1229 EDGEWOOD DR	129.54	MN RECAP
1005 ALICE DR	111.75	MN RECAP
1007 ALICE DR	786.77	MN RECAP
923 RESERVE AVE N	909.02	MN RECAP
1805 NELSON DR	1,734.97	MN RECAP
	51,763.08	

1524 MN HWY 1 E APT 104	319.76	SWS
610 1ST ST E	430.72	SWS
715 DEWEY AVE N	202.01	SWS
619 TONDER ST E LOT 23	314.32	SWS
312 STATE AVE N	283.56	SWS
1750 1ST ST E	840.04	SWS
409 ATLANTIC AVE N APT 5	76.61	SWS
318 LABREE AVE N	188.94	SWS
723 DULUTH AVE N	482.64	SWS
1209 LABREE AVE N	373.60	SWS
223 MARKLEY AVE N	265.68	SWS
917 RESERVE AVE N LOT 20	110.90	SWS
1103 MEADOW ST LOT 34	103.32	SWS
912 PLEASANT AVE LOT 36	49.70	SWS

ADDRESS	AMOUNT	COLLECTION AGENCY
1303 1ST ST W APT 304	78.34	SWS
312 STATE AVE N	722.24	SWS
227 MARKLEY AVE N	2,558.41	SWS
303 1/2 ST PAUL AVE S	579.37	SWS
210 ST PAUL AVE S APT 2	107.74	SWS
1209 LABREE AVE N	673.57	SWS
217 MARKLEY AVE S	846.75	SWS
1611 1ST ST W APT 208	187.19	SWS
512 HORACE AVE N	110.86	SWS
100 BARNICK RD APT 213	184.78	SWS
219 LABREE AVE N APT A	781.88	SWS
714 2ND ST W LOT 25	751.45	SWS
	11,624.38	
102 BARNICK RD APT 114	16.73	MISC WRITE OFF
1303 1ST ST W APT 304	0.50	MISC WRITE OFF
1214 STEPHEN ST LOT 73	0.55	MISC WRITE OFF
1411 1ST ST W APT 208	2.01	MISC WRITE OFF
123 OAK AVE N	280.25	MISC WRITE OFF
1028 ALICE DR	24.49	MISC WRITE OFF
241 CROCKER AVE N	317.82	MISC WRITE OFF
530 8TH ST W APT 7	23.57	MISC WRITE OFF
212 ST PAUL AVE N	24.17	MISC WRITE OFF
616 TINDOLPH AVE S	20.56	MISC WRITE OFF
111 4TH ST E APT 2	15.21	MISC WRITE OFF
1305 1ST ST W APT 501	12.54	MISC WRITE OFF
416 MAIN AVE N APT 6	10.64	MISC WRITE OFF
110 RUBY AVE N APT 205	26.81	MISC WRITE OFF
405 DULUTH AVE S	10.05	MISC WRITE OFF
109 MAPLE AVE S	169.58	MISC WRITE OFF
406 CROCKER AVE S	785.62	MISC WRITE OFF
309 4TH ST W	1,766.17	MISC WRITE OFF
	3,507.27	
1010 MAIN AVE N	6,117.78	TAX ROLL
1508 HWY 1 E	15,011.84	TAX ROLL
	21,129.62	
	88,024.35	

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: 12/17/2024

SUBJECT: Approval to Write Off Falls Liquor Store NSF Checks

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

MOTION TO: By the City Council, to accept a Public Safety/Liquor Committee recommendation to write off Falls Liquor Store NSF checks totaling $224.03 to bad debt expense. Efforts will continue to collect on the outstanding accounts.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Steve Olson, Liquor Store Manager

ATTACHMENTS:

1.	Liquor Store NSF check summary 2024 Write-offs

PS

City of Thief River Falls
Liquor Store NSF Check Summary
2024 Write-off

Name	Date of Check	Amount	Date Paid
Gustafson, Wendy	4/17/2023	$27.00	
Johnson, Steffan	7/12/2023	$6.98	
Johnson, Steffan	8/30/2023	$12.57	
Salentiny, Cheri	9/22/2023	$47.84	
Gieseke, Grace	10/20/2023	$25.78	
Gieseke, Grace	10/23/2023	$55.76	
Riendeau, Jacob	10/27/2023	$48.10	
TOTAL		$224.03	

City of Thief River Falls

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Thief River Falls MN 56701-0528

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Request for Council Action

DATE: 12/17/2024

SUBJECT: Water Treatment Plant CO2 Tank Replacement Project

RECOMMENDATION: It respectfully requested to consider approving the lowest qualified bid for the CO2 Tank replacement.

MOTION TO: Approve the low bid from Municipal Service, Inc for the replacement of the CO2 Tank and accessories.

BACKGROUND: The City of Thief River Falls Water Treatment Plant utilizes liquid CO2 for ph correction in the Water Treatment process. The current tank is 40 years old, and while it passed inspection this year, the inspector recommended the replacement take place in the near future.

KEY ISSUES: After a new CO2 tank is ordered, it takes approximately six months for delivery. Accepting the low bid now will allow for installation in the summer of 2025 construction season.

FINANCIAL CONSIDERATIONS: The low bid was $543,000 and will be paid from the Utility reserves fund.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Wayne Johnson, Water Systems Superintendent

ATTACHMENTS:

1.	2024 CO2 Replacement Bid Award Recommendation

www.ae2s.com

December 11, 2024

Mr. Wayne Johnson
Water System Superintendent
PO Box 528
Thief River Falls, MN 56701

RE: Thief River Falls CO2 Replacement

Dear Mr. Johnson:

Attached are copies of the bid recommendation, detailed bid tabulation, and the lowest bid proposal for the above referenced project. The bid recommendation consists of the engineer's recommendation based on the lowest responsible bid received for Contract No. 1 – General Construction, the bid tabulation results of all the bids received, and the lowest bid proposal submitted for this project.

If you have any questions, please do not hesitate to contact me at (701) 367-7331.

Sincerely,

AE2S

Kevin M. Johnson, PE

Attachments

City of Thief River Falls, MN
Thief River Falls CO2 Replacement
Engineer's Recommendation

Agenda Item: Bids for Thief River Falls CO2 Replacement

Submitted by: Kevin M. Johnson, PE

Recommended Action: Award Contract No. 1 to Municipal Service Co., Inc. the lowest responsible bidder from the bid opening on December 11, 2024, in the amount of $543,000.00.

BACKGROUND:
Individual bids were received for the Thief River Falls CO2 Replacement project. There is a single contract for the project which is generally described as:

Contract No. 1 – General Construction:
Major components of the Project include:

A. Work generally consists of the installation of a temporary, 16-ton, self-contained, "Plug and Go CO2" system complete with a liquid carbon dioxide storage tank and all required supply system equipment for use in providing a continuous carbon dioxide feed while the demolition and new installation work of this contract is being completed.

B. Work also generally consists of the demolition and removal of an existing 26 ton liquid carbon dioxide storage tank and mounting skid; refrigeration unit; vaporizer; heater; fill station; piping; valves; gauges; electrical connections and equipment; and associated appurtenances.

C. Work also generally consists of the furnishing and installation of a new 26 ton liquid carbon dioxide storage tank and mounting skid; refrigeration unit; vaporizer; heater; fill station; piping; valves; gauges; electrical connections and equipment; and associated appurtenances.

FINDINGS AND ANALYSIS:

- On December 11, 2024, bids were received and tabulated to determine the lowest responsible bidder(s) for the project. Bid information was evaluated by AE2S and a summary of the bids received was compiled. The Municipal Service Co., Inc. submitted the lowest responsible bid proposal for Contract No. 1 – General Construction in the amount of $543,000.00. The Engineer recommends that the City of Thief River Falls award Contract No. 1 – General Construction in the amount of $543,000.00 based on the bidder's proposal and the Engineer's construction estimate. A copy of the bidder's proposal and the bid tabulation sheets are attached for your reference.
- Engineer's opinion of probable construction cost for Contract No. 1 – General Construction was $615,500.00.

SUPPORT MATERIALS:

- Municipal Service Co., Inc. Bid Proposal
- Bid Tabulation Sheet

Respectfully Submitted: _____ 12-11-24

Kevin M. Johnson, PE Date

Thief River Falls CO2 Replacement
City of Thief River Falls
Thief River Falls, MN
AE2S Project No. P00830-2024-003
Bid Opening Time 11:30 AM CST Date Wednesday, December 11, 2024

	Contractor	Acknowledge/Download Addendum 1	Bid Bond	vBid Worksheet	Base Bid Contract No. 1 General Construction
1	Municipal Service Co., Inc.	✓	✓	✓	$543,000.00
2	CC Steel LLC	✓	✓	✓	$612,305.00
	Engineer's Estimate				$615,500.00

Richard A. Wagner

Richard Wagner, PE

Advanced Engineering and Environmental Services, LLC
4170 28th Avenue S
Fargo, ND 58104
Tel: 701-364-9111

Thief River Falls CO2 Replacement (#9417929)
Owner: City of Thief River Falls
Solicitor: AE2S - Bismarck, ND
12/11/2024 11:30 AM CST

						Engineer Estimate		Municipal Service Co., Inc.		CC Steel LLC	
Section Titl	Line Item	Item Code	Item Descri	UofM	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Contract No. 1 - General Construction							$0.00		$543,000.00		$612,305.00
	1	Contract 1	Base Bid	LS	1			$543,000.00	$543,000.00	$612,305.00	$612,305.00
Base Bid Total:							$0.00		$543,000.00		$612,305.00

SECTION 00 43 13 - BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER *(Name and Address)*:
Municipal Service Company, Inc.
PO Box 1384
Detroit Lakes, MN 56502

SURETY *(Name, and Address of Principal Place of Business)*:
Merchants National Bonding, Inc.
PO Box 14498
Des Moines, IA 50306-3498

OWNER *(Name and Address)*:
City of Thief River Falls
405 East Third Street
Thief River Falls, MN 56701

BID

Bid Due Date: 12/11/2024

Description *(Project Name— Include Location)*: Thief River Falls CO2 Replacement
Thief River Falls, MN

BOND

Bond Number: N/A

Date: 12/04/2024

Penal sum Five Percent of the Bid Submitted $ 5%
(Words) (Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER	**SURETY**
Municipal Service Company, Inc. (Seal)	Merchants National Bonding, Inc. (Seal)
Bidder's Name and Corporate Seal	Surety's Name and Corporate Seal
By:	By:
Signature	Signature (Attach Power of Attorney)
Tim Bohmer	Rebecca Hecker
Print Name	Print Name
President	Attorney-in-fact
Title	Title
Attest:	Attest:
Signature	Signature
Title	Title Surety Asst.

Note: Addresses are to be used for giving any required notice.
Provide execution by any additional parties, such as joint venturers, if necessary.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.

2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.

3. This obligation shall be null and void if:

3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or

3.2 All Bids are rejected by Owner, or

3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).

4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.

5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.

6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after the Bid due date.

7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.

8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.

9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.

10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.

11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

ACKNOWLEDGMENT OF PRINCIPAL (CORPORATION)

State of MN)
County of Becker)

On this 7 day of December 2024, before me personally appeared Tim Bohmer known to be the President of the corporation that is described in and that he or she executed the within instrument, and acknowledged to me that such corporation executed the same.

BREANNA L BUCK
NOTARY PUBLIC - MINNESOTA
MY COMMISSION EXPIRES 01/31/28

ACKNOWLEDGMENT OF PRINCIPAL (INDIVIDUAL OR PARTNERSHIP)

State of _____)
County of _____)

On this _____ day of _____ 20___, before me personally Appeared _____ known to be the person described in and who executed the within instrument, and acknowledged to me that he/she executed the same.

(NOTARIAL SEAL)

ACKNOWLEDGMENT OF SURETY

State of North Dakota)
County of Cass)

On this 4th day of December 2024, before me personally appeared Rebecca Hecker known to be the person who is described in and whose name is subscribed to the within instrument as Attorney in Fact of Merchants National Bonding, Inc. and acknowledged to me that he or she subscribed the name of Merchants National Bonding, Inc. thereto as surety and his or her own name as Attorney in Fact.

MEAGAN MCKERNAN
Notary Public
State of North Dakota
My Commission Expires Sept. 2, 2026

MERCHANTS BONDING COMPANY

POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Braeden Nelson; Bridget Nitz; Daniel Armbrust; Jill Graveline; Joe Olson; Josie Wing; Rebecca Hecker; T M Crittenden

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and aut hority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 16th day of May , 2024 .

MERCHANTS NATIONAL BONDING, INC. INCORPORATED -o- 2003

MERCHANTS BONDING COMPANY (MUTUAL) INCORPORATED -o- 1933

MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

By Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 16th day of May 2024 , before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

NOTARIAL SEAL IOWA
Penni Miller
Commission Number 787952
My Commission Expires
January 20, 2027

Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 4th day of December , 2024 .

MERCHANTS NATIONAL BONDING, INC. INCORPORATED -o- 2003

MERCHANTS BONDING COMPANY (MUTUAL) INCORPORATED -o- 1933

William Warner Jr.
Secretary

POA 0018 (1/24)

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: 12/17/2024

SUBJECT: 2025 Water Treatment Plant Chemical Bids

RECOMMENDATION: It respectfully requested to consider approving the lowest qualified Chemical Bids for 2025

MOTION TO: Approve the low Water treatment Plant Chemical Bids for calendar year 2025 as presented

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

KEY ISSUES: Inflation across the board has significantly increased some bids, but overall bids are slightly lower for 2025.

FINANCIAL CONSIDERATIONS: Total estimated chemical cost is $379,718.26 for 2025.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Wayne Johnson, Water Systems Superintendent

ATTACHMENTS:

1.	2025 Water Bid Tally

City of Thief River Falls
Water Treatment Chemical Bids
12-Dec-24

BID ITEM #1 - Pebble Quicklime 280 Tons				
Bidder	**Bid Bond**	**Bid Amount per ton**	**Bid Total**	
Graymount	X	$397.10	$111,188.00	X

BID ITEM #2 - Liquid Chlorine 14,000 Pounds				
Bidder	**Bid Bond**	**Bid amount per ton**	**Bid Total**	
Hawkins	X	$2,867.00	$20,069.00	X

BID ITEM #3 - Liquid CO2 90 Tons				
Bidder	**Bid Bond**	**Bid Amount per ton**	**Bid Total**	
American Welding and Gas	X	$308.95	$27,805.50	
Oxygen Semce Company	X	$305.00	$27,450.00	X

BID ITEM #4 - Hydrofluorosillicic Acid 900 Gallons				
Bidder	**Bid Bond**	**Bid Amount per gallon**	**Bid Total**	
Hawkins	X	$9.00	$8,100.00	X

BID ITEM #5 - Anhydrous Ammonia 2,800 pounds				
Bidder	**Bid Bond**	**Bid amount per pound**	**Bid Total**	
Hawkins	X	$3.92	$10,976.00	X

BID ITEM #6 - Powdered Activated Carbon 40,000 pounds				
Bidder	**Bid Bond**	**Bid amount per pound**	**Bid Total**	
Aqua-Pure Inc	X	$1.38	$55,200.00	X
Hawkins	X	$2.69	$107,600.00	

BID ITEM #7 - 1,000 Gallons of raw water pumped				
Bidder	**Bid Bond**	**Bid amount per 1,000**	**Bid Total**	
Aqua-Pure Inc	x	$0.4385	$146,735.26	X

2013 TOTALS	$384,243.16
2014 TOTALS	$416,778.08
2015 TOTALS	$382,352.55
2016 TOTALS	$340,926.54
2017 TOTALS	$357,730.88
2018 TOTALS	$331,818.04
2019 TOTALS	$334,632.00
2020 TOTALS	$320,980.00
2021 TOTALS	$309,020.00
2022 TOTALS	$374,838.08
2023 TOTALS	$383,371.50
2024 TOTALS	$379,718.26

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: 12/17/2024

SUBJECT: Approval of the MN State Joint Powers Agreement with the MN Internet Crimes Against Children Task Force (ICAC task force).

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

MOTION TO: To approve the renewal of the Internet Crimes Against Children Task Force Joint Powers Agreement with the ICAC Task force and the Minnesota Bureau of Criminal Apprehension.

BACKGROUND: The Thief River Falls Police Department has worked in conjunction with the ICAC Task Force and the Minnesota Bureau of Criminal Apprehension to investigate and prosecute crimes against children and exploitation of children since 2016. This agreement is imperative to keep up the important work of protecting children in our community.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Marissa Adam, Chief of Police

ATTACHMENTS:
None

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Request for Council Action

DATE: 12/17/2024

SUBJECT: Approval of Retail Market Study

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

MOTION TO: Approve an agreement with GSG Hospitality Group to complete a Retail Market Study; and authorize the City Administrator to execute the agreement.

BACKGROUND: This Retail Market Study will provide a demographic and economic overview of the Thief River Falls retail, restaurant and other service business market. The report is intended to identify business types, opportunities and in some cases specific retailers, restaurants, and service businesses that may be inclined to consider investment in the community. The final report is designed to assist the community and developers in attracting retailers, restaurants and other service businesses to the community. The results of this study will assist in better understanding the current retail and service industry markets and provide focus to the types of businesses and even specific businesses we should focus our recruitment efforts on.

KEY ISSUES: The Retail Market Study will provide a comprehensive analysis and survey of the retail market conditions in Thief River Falls. A typical Retail Market Study will include the following:

- Executive Summary
- Demographic Profile
- Trade Area & Site Evaluation
- Market forces & Local Views/Needs
- Targeted Retailers, Restaurants & Service Businesses

FINANCIAL CONSIDERATIONS: Cost is $12,500 and would come from the Marketing Budget of the Economic and Community Development Department.

LEGAL CONSIDERATION:

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

ATTACHMENTS:

1.	City of Thief River Falls, MN

Statement of Qualifications & Professional Services Proposal for: **City of Thief River Falls, MN**

Prepared for: Richard L Baker
Economic/ Community Development Director
City of Thief River Falls, MN
rbaker@trfmn.gov

By: Corey J. Mehaffy, IMPM
CEO
Growth Services Group, LLC
cjm@growthservicesgroup.com

December 10, 2024

Overview

GSG Hospitality Group Experience and Resources

GSG Hospitality Group is a national consulting firm focused on data and primary intelligence insights for local municipalities who are interested in promoting the retail/hospitality/residential sectors in their area. We have a unique approach that focuses on local economic development and the assets that make your community unique. Not a one-size-fits-all approach, but rather a custom approach tailored to your community's specific needs. We are focused on what is advisable for the local economy and we let the data speak for itself.

Our years of experience in regional economic development give us unique insights into what it is like to grow a local geographic economy, and how data about business development should be interpreted. Our experience in conducting market analysis across multiple sectors, gives us the perfect mix for local municipalities interested in feasibility studies, economic impact studies, and regional supplemental market studies. We speak the language of the local economy and our data and instincts are focused on the best possible outcomes for your community or region.

Additionally, we know how to structure our data in ways that developers and industry leaders insist on. We also provide the value-added capability to turn your data into infographics, brochures and even videos to help attract business investment to your area for hospitality and other mixed-use developments. We do this because we know that reports sitting on shelves alone do not help grab the attention of potential investment.

GSG Hospitality Group is uniquely positioned to complete studies, interpret reports based on success patterns, and produce materials that will help you reach your economic development goals.

The principal contact for ongoing services will be Corey J. Mehaffy, IMPM. Other GSG team members include Mr. Randal Weidenaar, and Mr. Dalton Goewey.

Since its inception in 1994, GSG has conducted consulting and research projects for hundreds of clients across the country including state governments, county governments, city governments, colleges/universities, regional economic development groups, site consultants and private businesses. GSG has developed and conducted labor studies, workforce surveys, market feasibility studies as well as education and training needs assessments. These projects have included one-on-one interviews, focused groups and working with project coordinating committees for customization to achieve client goals.

GSG team members have over 60 years of combined economic development experience and are certified to facilitate numerous databases. The use of public and private databases in combination with GSG's proprietary processes uniquely qualifies GSG to provide research, reporting and consulting services for clients. GSG team members are dedicated to accuracy, superior quality, reliability and ethical behavior.

Additional information regarding GSG Hospitality Group is available on the company's website at https://www.gsghospitalitygroup.com/

A Few of Our Valued Clients:

Project Team

Corey J. Mehaffy, IMPM, CEO https://www.linkedin.com/in/cmehaffy

Corey J Mehaffy is the executive vice president and general manager of Orscheln Properties. Prior to joining the Orscheln team, Corey served as the president of two regional economic development organizations directing business attraction, business retention and expansion, and entrepreneurship initiatives for multiple counties in Northeast Missouri.

Prior to his 15 years in economic development, Corey held several senior management positions in a variety of industries from higher-ed, to finance and retail, while owning several businesses. Corey has more than 30 years of experience in business development.

Corey has a bachelor's degree in business from William Woods University. Corey has completed several professional development programs including Experience in Community Enterprise and Leadership Development, Heartland Economic Development Course, Association of Business Administrators of Christian Colleges Certification Program, and McConkey-Johnson International Fundamentals of Development, and Performance Measurements for Effective Management of Non-Profit Organizations from Harvard University. Corey is a graduate of the International Economic Development Council and the University of Oklahoma's Economic Development Institute. In addition, Corey holds a professional certification as an Inland Marine Port Manager.

Randal Weidenaar https://www.linkedin.com/in/randalweidenaar

Randal Weidenaar is a marketing professional specializing in creating market energy. He knows how to connect products with markets through creative intuition like few can. Ideas are his greatest asset and result in new business, stunning marketing campaigns, and compelling stories.

Randal was educated in Europe and worked there for a decade. This cross-cultural experience gives him unique insight into what makes people tick. Randal founded his own marketing business in Philadelphia in the early 1990s and later merged with a Chicago based firm to forge Ergo Creative. Randal also has unique technical abilities in the areas of web development, video production, internet savvy, and programming. The convergence of business, social experience, and technical skills that Randal brings is truly unique.

Randal has created new brands and breathed new life into existing ones. His focus is in the areas of identity, branding, Internet marketing strategies, and product development. Some notable engagements are: US Cellular, AccuWeather, Moberly Area Economic Development Corporation, Franciscan Health Systems, CHS, Bluewater, and Sam's Health Mart.

Randal lives on his farm in central Missouri with his wife and two daughters. He is an avid mountain biker and into sustainable farming. His faith is deep part of who he is and what gives him life.

Specialties: Web Content Development, Video, Photography, Writing, Identity, Branding, Market Strategies, Web design and Internet Campaigns

Dalton Goewey https://www.linkedin.com/in/dalton-goewey-a1397022b/

Dalton is the property operations specialist at Orscheln Properties Co. L.L.C. He joined the Orscheln team in 2023. Dalton organizes asset management, tenant services and marketing efforts. He also assists in the coordination of the safety program with Orscheln Risk Management.

Prior to joining OP, Dalton worked as a credit analyst at Great Rivers Bank. In addition to this, he served as a sponsorship coordinator and core group member of the Ignite Program; a partnership dedicated to fostering an entrepreneurial ecosystem in Northeast Missouri. Dalton became involved with Ignite during his time as an intern at the Hannibal Regional Economic Development Council. At HREDC, he assisted the director of economic development and the entrepreneurship specialist with economic development projects.

Dalton is a research analyst for Growth Services Group. There, he manages a variety of projects including hotel feasibility studies and labor studies. Dalton has a bachelor's degree in economics from Truman State University. There, he was a member of the Bulldog Student Investment Fund and the business fraternity Alpha Kappa Psi

Scope of Work and Pricing

The GSG team is grateful for the opportunity to submit this proposal for consideration. The GSG team believes that Thief River Falls is uniquely positioned to capture new revenues from new retail/mixed-use development opportunities. To that end, the GSG team is honored to propose the following products for your consideration:

GSG RETAIL MARKET STUDY

Product Description:

GSG will provide a full Retail Market Study for the subject area that is customizable to meet the needs of our clients. This Market Study provides a demographic and economic overview of the subject area to determine the overall potential for the expansion of an existing project or a new greenfield retail development. The final report is designed to assist communities/developers in attracting retailers, restaurants and other service businesses to the subject area. In addition, the final report is intended to identify business types, opportunities and in some cases specific retailers, restaurants and service businesses that may be inclined to consider investment in the subject area.

GSG will analyze market conditions, economic and demographic factors, and site conditions to determine their impact on the proposed retail development project. GSG will conduct an extensive retail analysis of the subject area including the 15 minute and 20 minute drive times. The analysis will focus on several areas including demographic findings, community survey findings and taxable retail sales findings. GSG will provide an in depth analysis of the area's population, employment, income, housing, commuting patterns, traffic counts, trade area and actual/potential sales dollars for various retail segments.

The GSG Retail Market Study provides a comprehensive analysis and survey of the retail market conditions in the subject area. While GSG will customize the scope of the Retail Market Study to reflect the individual needs of our clients, a typical Retail Market Study will include the following:

- Executive Summary
- Demographic Profile
- Trade Area & Site Evaluation
- Market Forces & Local Views/Needs – Survey
- Targeted Retailers, Restaurants & Service Businesses

Pricing:

GSG will provide a GSG Retail Market Study as described in the scope of work above for a lump sum price of **$12,500.00**. The enclosed Product Work Order (Exhibit A) details the terms by which GSG proposes to provide a GSG Retail Market Study for Thief River Falls as requested. This pricing assumes assistance from the City of Thief River Falls in distributing a link to the electronic survey via utility bills and other electronic means available to the City.

Exhibit A

Retail Market Study
Product Work Order

GSG Retail Market Study

Item	Unit Price	Quantity	Total
Retail Market Study	$12,500	1	$12,500
Contents: Executive Summary, Demographic Profile, Trade Area & Site Evaluation, Market Forces & Local Views/Needs, Targeted Retailers, Restaurants & Service Businesses			
Taxes—Tax Exempt Status	$0		$0
Core GSG Retail Market Study Sub-Total			**$12,500**

Product Work Order Total	**$12,500**

Agreement for Services

City of Thief River Falls (Client) hereby requests and contracts the services of the Growth Services Group, LLC (GSG) and agrees to the following terms:

Upon execution of this agreement, Client agrees to pay a non-refundable deposit of 50 percent ($6,250) of the total amount outlined on the Product Work Order, incorporated herein and attached hereto as Exhibit 1, and the remaining balance ($6,250) shall be due and payable within 15 days of completion and acceptance of the final report (s). A service charge of 1.5% will be applied monthly on all overdue invoices. Should this agreement be executed without a deposit being paid, no work shall begin until the deposit is received in full.

Any modification of this agreement or additional obligations assumed by either party in connection with this agreement shall be binding only if executed in writing, signed by the parties, and attached hereto as an addendum.

Should any modification or additional obligation be made by either party, said modifications and the additional obligations shall be subject to the terms of this agreement, unless stated otherwise in the addendum.

GSG shall perform the services outlined in the Product Work Order, attached hereto as Exhibit 1 and incorporated herein.

GSG represents to Client, stipulates, and agrees that it shall perform all work specified in this agreement and the Exhibits attached hereto, as an independent contractor.

This agreement and the Exhibits attached hereto shall constitute the entire agreement by and between the parties. Any prior understandings or representations of any kind proceeding the execution of this agreement shall not be biding upon either party except to the extent that those agreements are incorporated herein.

This Agreement shall be construed in accordance with and governed by the laws of the State of Missouri. In the event any action is filed in a court of law in relation to this agreement or any services related hereto, venue and jurisdiction shall be proper in Randolph County, Missouri unless otherwise agreed to by the parties. Should any action be filed in regard to this agreement, the unsuccessful party in that action shall pay the successful party, in addition to all sums that either party may be called upon to pay, reasonable sums for the successful party's attorney's fees as well as interest on any judgement obtained.

This agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute but one in the same instrument.

Should any provision of the Agreement be found to be invalid or unenforceable, for any reason, the other remaining provisions shall remain in full force and effect.

Financial Worksheet

Item	Price
Core GSG Retail Market Feasibility Sub-Total	$12,500
Product Work Order Sub-Total	$12,500
Total	**$12,500**

Signature: _____ Date: _____

City of Thief River Falls (Client)

Signature: _____ Date: _____

Growth Services Group (GSG)

City of Thief River Falls

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

PHONE: 218-681-2943
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Request for Council Action

DATE: 12/17/2024

SUBJECT: Approval of Single Family Residential Tax Abatements

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

MOTION TO: MOTION TO: Approve Tax Abatement for the following properties.

First Year
- 619 Evergreen Street. Noreen's First Addition West 68' of Lot 14 & Lot 15 less the West 54' Blk-006. Parcel Number 25.06208700 – Richard & Mary Merrill. Total estimated abatement is $804.76.
- 2016 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-019 Block-001. Parcel Number 25.12101910 – Davis Mills. Total estimated abatement is $1061.26.

Second Year
- 2006 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-024 Block-001. Parcel Number 25.12102410 - Haven Kuehn. Total estimated abatement is $1065.73.
- 2014 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-020 Block-001. Parcel Number 25.12102010 - Rebekah & Derek Lion. Total estimated abatement is $945.66.

Third Year
- 828 Alice Drive. First Southeast Addition Lot-015 Block-003. Parcel number 25.03304129 – James Trojanowski. Total estimated abatement is $1230.95.
- 208 Willow Rd. Noreen's First Addition S1/2 of lot 21 & Lot 22 less the SO 12' Blk 4 Parcel number 25.06205200 – Margaret Porter. Total estimated abatement is $865.78.
- 2024 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-015 Block-001 Parcel number 25.12101510 – Shelby Hagen. Total estimated abatement is $892.57.

Fourth Year

- 2028 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-013 Block-001 Parcel number 25.121.013.10 - Bryce Gillie. Total estimated abatement is $243.58.
- 2004 Nelson Drive. Lot 5, Block 1, MMCDC'S Greenwood Neighborhood Addition Lot-025 Block-001. Parcel number 25.121.025.10 - Lori Alvarado. Total estimated abatement is $631.10.
- 2022 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-016 Block-001 Parcel number 25.121.016.10 - Shelby Erickson. Total estimated abatement is $3.08.

Fifth Year

- 2013 Greenwood Street East. Lot 3, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.003.10 – Tanner Nessen. Total estimated abatement is $69.52.

- 2103 Greenwood Street East. Lot 9, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.009.10 – Brandi Dorge. Total estimated abatement is $349.52.
- 2021 Greenwood Street East. Lot 7, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.007.10 – Mackenzie Swick. Total estimated abatement is $87.62.

BACKGROUND:

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

FINANCIAL CONSIDERATIONS: The cost to the City for the abatement of all properties is $8,251.13.

LEGAL CONSIDERATION: The tax abatement requires a Public Hearing for new property in their first year of abatement.

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

ATTACHMENTS:
None

City of Thief River Falls

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Request for Council Action

DATE: 12/17/2024

SUBJECT: Approval to appoint William Puppe as Public Works Team Lead

RECOMMENDATION: It is respectfully requested that the City Council accept the Public Works Committee recommendation:

MOTION TO: Approve the reclassification of William Puppe in the Public Works Team Lead position effective December 18, 2024. Mr. Puppe's starting wage would be $32.45 per hour. This is Grade 5, Step 3.

BACKGROUND: Per RCA on 10/1/2024 the position of Public Works Lead Maintenance Worker was approved for opening.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The position is a Teamsters #320 position.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:
None

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Request for Council Action

DATE: 12/17/2024

SUBJECT: Approve the Employment of Arne Rantanen as Public Works Maintenance Worker

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

MOTION TO: To approve the employment of Arne Rantanen for the position of Public Works Maintenance. Arne will be placed at Grade 3 Step 3 at a rate of $27.19 effective January 6, 2025. The position is a Teamster Union #320 position.

BACKGROUND: The Council approved the position opened on November 5, 2024.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is a budgeted item for 2025.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:
None

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Request for Council Action

DATE: 12/17/2024

SUBJECT: Approve the Employment of Jeffrey Schneider as Public Works Maintenance Worker

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

MOTION TO: To approve the employment of Jeffrey Schneider for the position of Public Works Maintenance. Jeffrey will be placed at Grade 3 Step 3 at a rate of $27.19 effective December 18, 2024. The position is a Teamster Union #320 position.

BACKGROUND: The Council approved the position opened on November 5, 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: 12/17/2024

SUBJECT: Resolution for the City of Thief River Falls, to Act as a Sponsoring Agency for the construction project, 1st St. Lincoln High School multi-use trail connection.

RECOMMENDATION: It is Respectfully Requested the City Council

MOTION TO: Approve the City of Thief River Falls to act as a sponsoring agency for the project identified as: 1st St. Lincoln High School multi-use trail connection, seeking federal transportation funds, and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules, and regulations.

BE IT FURTHER RESOLVED: That City of Thief River Falls Public Works Director, Travis Giffen, is hereby authorized to act as agent on behalf of this sponsoring agency.

BACKGROUND: The City of Thief River Falls has plans to improve pedestrian user facilities along 1st St. between Westview Avenue N. and Arnold Ave. The improvements are expected to start in the year 2028 or 2029. Acting as a sponsoring agency helps reduce initial infrastructure improvement costs.

KEY ISSUES: This application for alternative funding source is currently earmarked for the year 2028. There may be opportunities for a project to move ahead in the funding schedule if the project is construction ready.

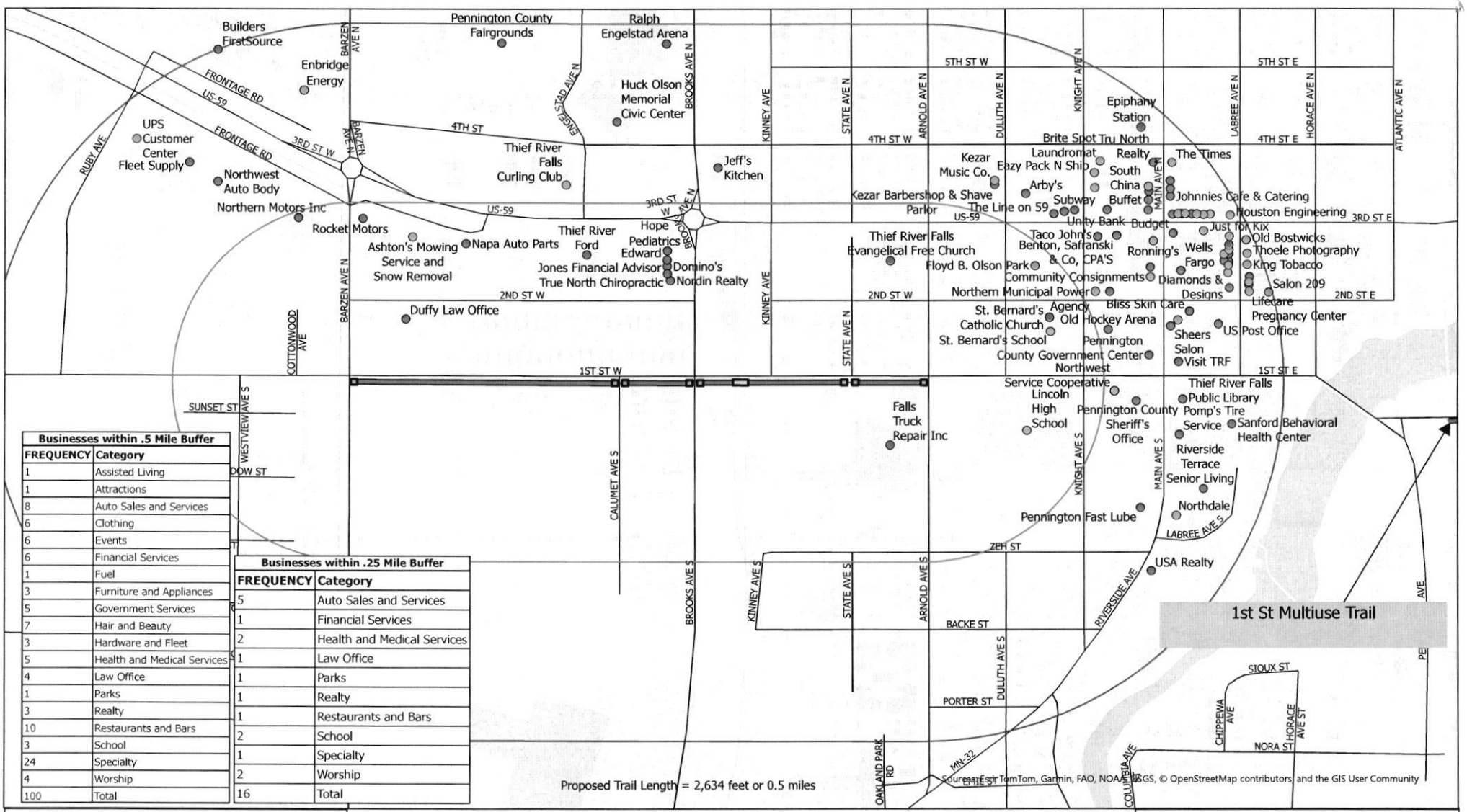
FINANCIAL CONSIDERATIONS: Early estimated construction costs of $950,000.00. Targeted federal funding is based on an 80% federal, 20% local match. Engineering costs are non-eligible costs for federal alternative funding sources. The local match requirement would be approximately $190,000.00 plus engineering costs.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

1.	LHS multi-use trail map_001



Businesses within .5 Mile Buffer	
FREQUENCY	Category
1	Assisted Living
1	Attractions
8	Auto Sales and Services
6	Clothing
6	Events
6	Financial Services
1	Fuel
3	Furniture and Appliances
5	Government Services
7	Hair and Beauty
3	Hardware and Fleet
5	Health and Medical Services
4	Law Office
1	Parks
3	Realty
10	Restaurants and Bars
3	School
24	Specialty
4	Worship
100	Total

Businesses within .25 Mile Buffer	
FREQUENCY	Category
5	Auto Sales and Services
1	Financial Services
2	Health and Medical Services
1	Law Office
1	Parks
1	Realty
1	Restaurants and Bars
2	School
1	Specialty
2	Worship
16	Total

City of Thief River Falls

Proposed Lincoln High School Multiuse Trail

Proposed_Trail
Proposed Trail Buffer 0.25 Miles
Proposed Trail Buffer 0.50 Miles
Pedestrian Ramps
Concrete Railroad Crossing
Attractions
Auto
Clothing
Fuel
Parks
School
Specialty
Worship
<all other values>

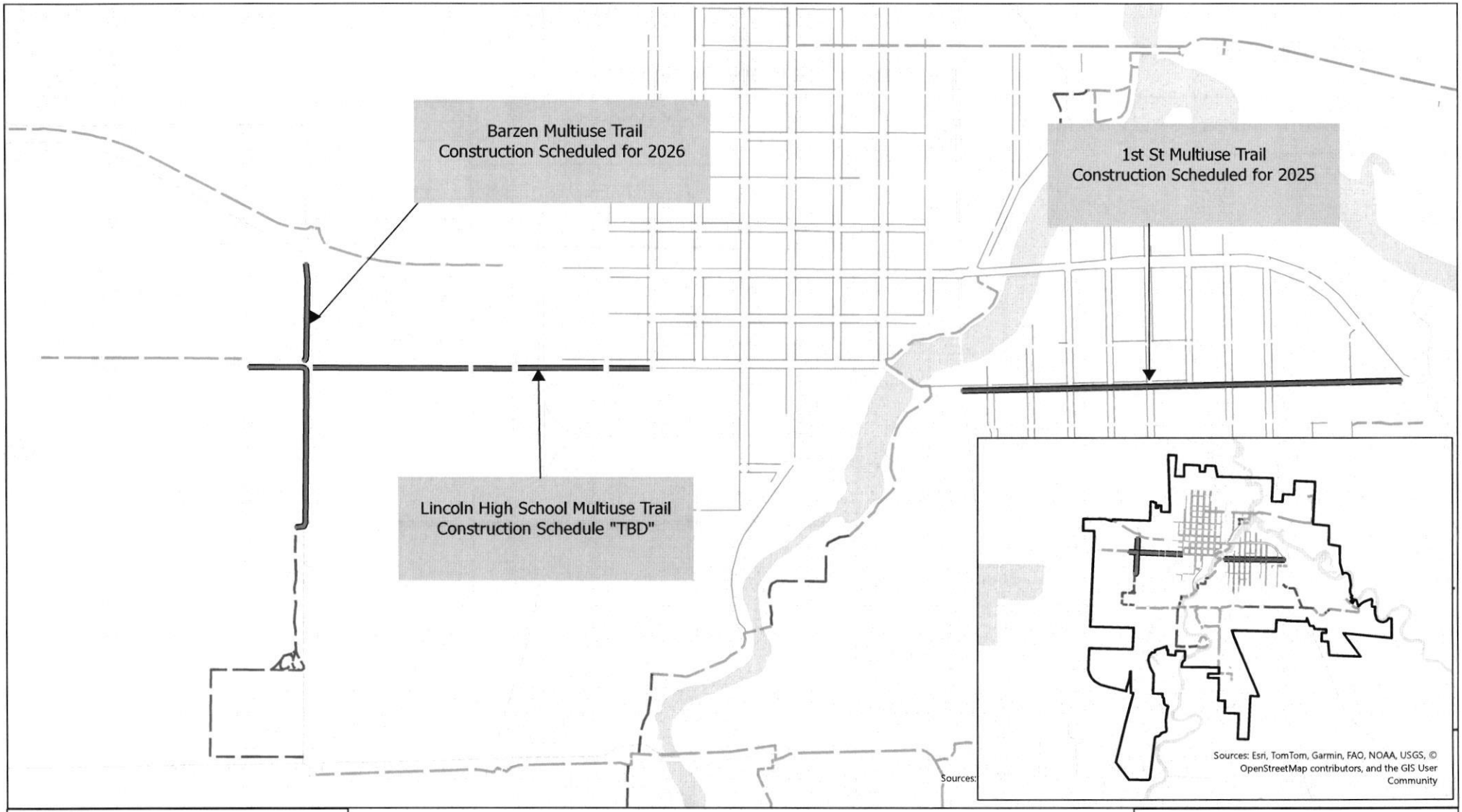
0.06 0.03 0 0.06 0.11 0.17 Miles

Spatial Reference: WGS 1984 Web Mercator Auxiliary Sphere

Folder: F:\Pubworks\155 GIS\2. ArcGIS Project Files\Trails\1st ST W Trail\

Date: 11/26/2024

Page 3 of 4



City of Thief River Falls

Proposed Lincoln High School Multiuse Trail

CityLimits
Trail Connections
Existing Trails
Existing Sidewalks
1st St Multiuse Trail
Barzen Multiuse Trail
LHS Multiuse Trail

0.1 0.05 0 0.1 0.19 0.29 Miles

N

Spatial Reference: WGS 1984 Web Mercator Auxiliary Sphere

Folder: F:\Pubworks\155 GIS\2. ArcGIS Project Files\Trails\1st ST W Trail\

Date: 11/26/2024

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Request for Council Action

DATE: 12/17/2024

SUBJECT: SUBJECT: Approve Agreement to Maintain Facility- 1st St. Lincoln High School multi-use trail connection

RECOMMENDATION: It is Respectfully Requested the City Council

MOTION TO: Approve the City of Thief River Falls as the sponsoring agency hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation alternatives project.

BACKGROUND: The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA.

KEY ISSUES: The Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer; and

WHEREAS: The City of Thief River Falls is the sponsoring Agency for the transportation alternatives project identified as: 1st St. Lincoln High School multi-use trail connection.

FINANCIAL CONSIDERATIONS: Transportation Alternatives projects receive federal funding and in return for funds accepted; request that local partners perform maintenance to ensure maximum life.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Public Works Director, Travis Giffen

ATTACHMENTS:
None

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Request for Council Action

DATE: 12/17/2024

SUBJECT: 2024 Street and Utilities Improvements – Assessment Roll

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

MOTION TO: Adopt Assessment Roll for the 2024 Street & Utilities Improvements. The amount to be assessed is $542,362.28.

BACKGROUND: This project was bid as a result of meetings with department heads, council committees, and according to items in the City's Capital Improvement Plan. It was awarded to Davidson Construction in the amount of $1,267,480.50. The total project cost is $1,323,525.50.

KEY ISSUES: The City of Thief River Falls assesses benefited property owners for these improvements.

FINANCIAL CONSIDERATIONS:

- This project is funded through bonding.
- The total cost of the project including engineering is estimated to be $1,530,000.00.
- The total cost of the city share of the improvements is estimated to be $987,637.72.00.
- The total of water department costs is 303,095.00
- The total of Sanitary department costs is 366,242.21
- The total amount of general city costs is 318,300.51
- The amount to be assessed is $542,362.28.

LEGAL CONSIDERATION: Minnesota Statute Chapter 429 requirements apply.

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen – Public Works Director

ATTACHMENTS:
None

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Request for Council Action

DATE: 12/17/2024

SUBJECT: APPROVAL OF CERTIFICATION OF UNPAID GRASS MOWING/WEED TRIMMING/TREE REMOVAL CHARGES TO PROPERTY OWNERS' 2025 PROPERTY TAX

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

MOTION TO: to approve grass mowing/weed trimming/tree removal charges remain unpaid to the City of Thief River Falls; and,

GRASS MOWING/WEED TRIMMING

OWNER	ADDRESS	PARCEL	AMOUNT
Gladys Hanson	408 Arnold Ave S	25.005.098.30	$250.13
Michael Larson	1016 Duluth Ave N	25.021.019.20	$189.52
Pilgrimage of TRF LLC	201 Tindolph Ave S	25.012.035.60	$249.89
Wyatt Anderson	608 Atlantic Ave N	25.027.011.00	$43.89
The Bank of New York	142 Willow Rd	25.062.043.00	$164.00
Spring This	227 Markley Ave N	25.006.244.10	$87.78
Trace Hegel	319 Merriam Ave S	25.012.007.40	$43.89
Taylor Netland	940 Main Ave N	25.022.090.00	$27.17
Jessica Weyers	124 Conley Ave S	25.006.274.50	$76.22
Patrick O'Neill	724 Dewey Ave N	25.016.027.70	$26.78
Thomson Reuters	1301 3rd St W	25.053.002.10	$142.14
Lisa Bolton	1111 Arnold Ave N	25.031.010.00	$59.74
Andrew Dally	414 Crocker Ave S	25.012.144.50	$43.26
Brenda Olson	309 4th St W	25.003.166.30	$42.00
Grant Reed	708 Duluth Ave N	25.015.025.40	$42.00

TREE REMOVAL

OWNER	ADDRESS	PARCEL	AMOUNT
Alan Murry	908 Main Ave N	25.017.022.40	$2,500.00
Tyler Pederson	313 4th St W	25.003.179.30	$2,700.00

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

KEY ISSUES:

FINANCIAL CONSIDERATIONS: by the City Council, to certify the following unpaid grass mowing/weed trimming/tree removal charges from the 2024 season to the Pennington County Auditor for collection as part of the property owner's property tax statement in 2025 in the amount of $6,688.41.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:
None

City of Thief River Falls

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

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www.citytrf.net

Request for Council Action

DATE: 12/17/2024

SUBJECT: Approve Engineering Services

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

MOTION TO: Approve the reappointment of Widseth, Inc as the city engineering firm, and Rich Clauson as the Engineer of Record.

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

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

FINANCIAL CONSIDERATIONS: The consultant invoices services on an as needed basis. This billing method has resulted in engineering fees being considerably less than the industry standard.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:
None

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Request for Council Action

DATE: 12/17/2024

SUBJECT: Artificial Intelligence Policy For the City of Thief River Falls

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

MOTION TO: Approve the Artificial Intelligence Policy for the City of Thief River Falls and authorize the City Administrator to execute the policy.

BACKGROUND: The City of Thief River Falls recognizes the emergence of Artificial Intelligence (AI) in our everyday lives and its value. I recommend that the Council for the City of Thief River Falls approve the Artificial Intelligence Policy for all City users to establish guidelines for the responsible and ethical use of Artificial Intelligence (AI) Technologies within the City to enhance public services and ensure AI is being used securely and responsibly for sensitive* data.

*Sensitive data is any information that could cause harm, legal issues, or reputational damage. It could pertain to names, phone numbers, addresses, social security numbers, financial information, or confidential business operations.

KEY ISSUES: At this time the industry has data privacy and data concerns with this large, rapidly growing technology.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Joanne Olson, Information Technology Coordinator

ATTACHMENTS:

1.	Artificial Intelligence Policy for the City of Thief River Falls

Artificial Intelligence Policy for the City of Thief River Falls

Purpose

The City of Thief River Falls recognizes the importance of Artificial Intelligence (AI) in our everyday lives. The purpose of this policy is to establish guidelines for the responsible and ethical use of Artificial Intelligence (AI) technologies within the City to enhance public services and ensure AI is being used in a secure manner.

Scope

This policy applies to all city staff, council members, and contractors who develop, procure, or use AI technologies on behalf of the city.

Guiding Principles

Employees may ***only*** use low-risk data* to perform their work if the following guidelines are adhered to:

Low-risk data is defined by Minnesota Statutes Chapter 13 as "public" and is intended to be available to the public

- **Ethical Use:** AI models should be used in a manner that upholds ethical standards, respects human rights, and avoids harm or discrimination against individuals or groups.
- **Transparency:** AI tools should be transparent and explainable, providing clear and accurate information about their purpose, functionality, limitations, and outcomes.
- **Integrity:** Ensure AI tools be used in an honest, fair, and trustworthy manner, respecting the rights and dignity of all people and avoid any harm or deception.
- **Privacy:** Protect the privacy of residents and sensitive data. Staff should handle data with care, following data protection and privacy laws and guidelines,
- **Safety:** Ensure AI systems should be designed and tested to ensure their reliability, robustness, and security and to prevent any potential risks to individuals and society, property, or the environment.

Responsible Use Cases

The city expects that all employees, council members, contractors, who use AI tools for various purposes for the city or on its behalf will use them in a responsible ethical manner, including, but not limited to:

- **Information and Assistance:** AI models can assist staff in providing residents with information about local services, programs, and events, answering common questions, and offering support. Employees should always verify the accuracy, quality and relevance of the generated content.
- **Data Analysis:** AI models can aid in data analysis, helping staff to generate insights, make data-driven decisions, and improve the efficiency of city operations. But should not be relied on solely without human review and validation.
- **Process Automation:** AI models can automate routine and repetitive tasks, enabling staff to focus on more complex and strategic activities.

- **Accessibility:** AI models can enhance accessibility for residents with disabilities by providing alternative means of communication and support.

Data Security and Privacy

The City values the security and confidentiality of the city and resident's data and takes appropriate measures to protect them from unauthorized access, use or disclosure. The city expects all employees, council members, and contractors who use AI tools within the city or on its behalf will adhere to these best practices:

- **Secure Data:** Use strong passwords and encryption to secure your devices and accounts, and do not share them with anyone. Using only trusted and secure networks and platforms to access and use AI tools and avoid any public or unsecured networks or devices.
- **Anonymize Data:** Do not store or transmit any personally identifiable information (PII) without proper consent and anonymization. Delete any generated content that contains such data after use.
- **Compliance:** Comply with relevant data protection and privacy laws, including obtaining consent. All data created with the use of AI is to be retained according to the City's records retention schedule.
- **Security or Confidentiality:** All suspicious or unauthorized activity or breach or security or confidentiality should be reported to the IT department immediately.

Ethical Considerations

City employees, council and contractors on behalf of the city should be aware of the ethical implications of AI model use and take measures to address them including:

- **Intellectual Property Right:** Always respect the intellectual property rights and privacy of the original content creators and data owners. Do not use AI tools to manipulate, copy or infringe on their work without consent.

City of Thief River Falls Artificial Intelligence (AI) Policy

I have read and been informed about the Artificial Intelligence Policy's content, requirements, and expectations for employees and elected officials of the City of Thief River Falls.

Please read the policy carefully to ensure that you understand the policy before signing this document.

Employee or Elected Official Signature: _____

Employee or Elected Official Printed Name: _____

Date: _____

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Request for Council Action

DATE: 12/17/2024

SUBJECT: Approve Scanner PC purchase

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

MOTION TO: approve the City of Thief River Falls to purchase a computer and installation from Marco Technologies for our large plotter scanner

BACKGROUND: The existing computer for our large format scanner is 5 ½ years old, has a failed hard drive, and is presently inoperable.

KEY ISSUES:

- This Computer is used for our large plotter scanner.
- It is used for large projects such as maps and blueprints.
- Without a computer we are unable to utilize the scanner.
- Used by Public Works, Water and Electric

FINANCIAL CONSIDERATIONS: $2789.00 to be split between the Public Works Dept., Water Dept. and Electric Dept. $1349.00 is for the cost of the PC, $1440.00 for delivery and setup.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Joanne Olson, IT Coordinator

ATTACHMENTS:

1.	City TRF - scanner PC - 2024

December 11, 2024

PROPOSAL FOR

CITY OF THIEF RIVER FALLS

THIEF RIVER FALLS, MN 56701

Prepared by:

Darby Barron

Technology Advisor
800.847.3098
218.686.8808 - Direct

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Simple.
Secure.
Better.

High Speed PC for Contex IQ 4420 serial # 52DR8400324D Scanner (see attached brochure)

- **Intel 12 core – i7 – 1260P up to 4.7 GHz**
- **16GB Ram, 500GB PCIe Gen 4 NVMe**
- **Dual HDMI 2.0b ports**
- **Windows 11 Pro**

$1,349.00 – Q4, 2024 Promotion - plus install – regular ($1,649.00)

$1,440.00 – Estimate – delivery, install, and set up – technician from Fargo 8 hours total @ $180.00 hr.

- **4 hours set up**
- **4 hours drive time**

$2,789.00 plus tax – total HDW, delivery, install, and set up

The above pricing does not include applicable sales tax.

Accepted by:_____ Date:_____

By signing this proposal, you are authorizing Marco Technologies LLC to order, install and invoice the above listed equipment.

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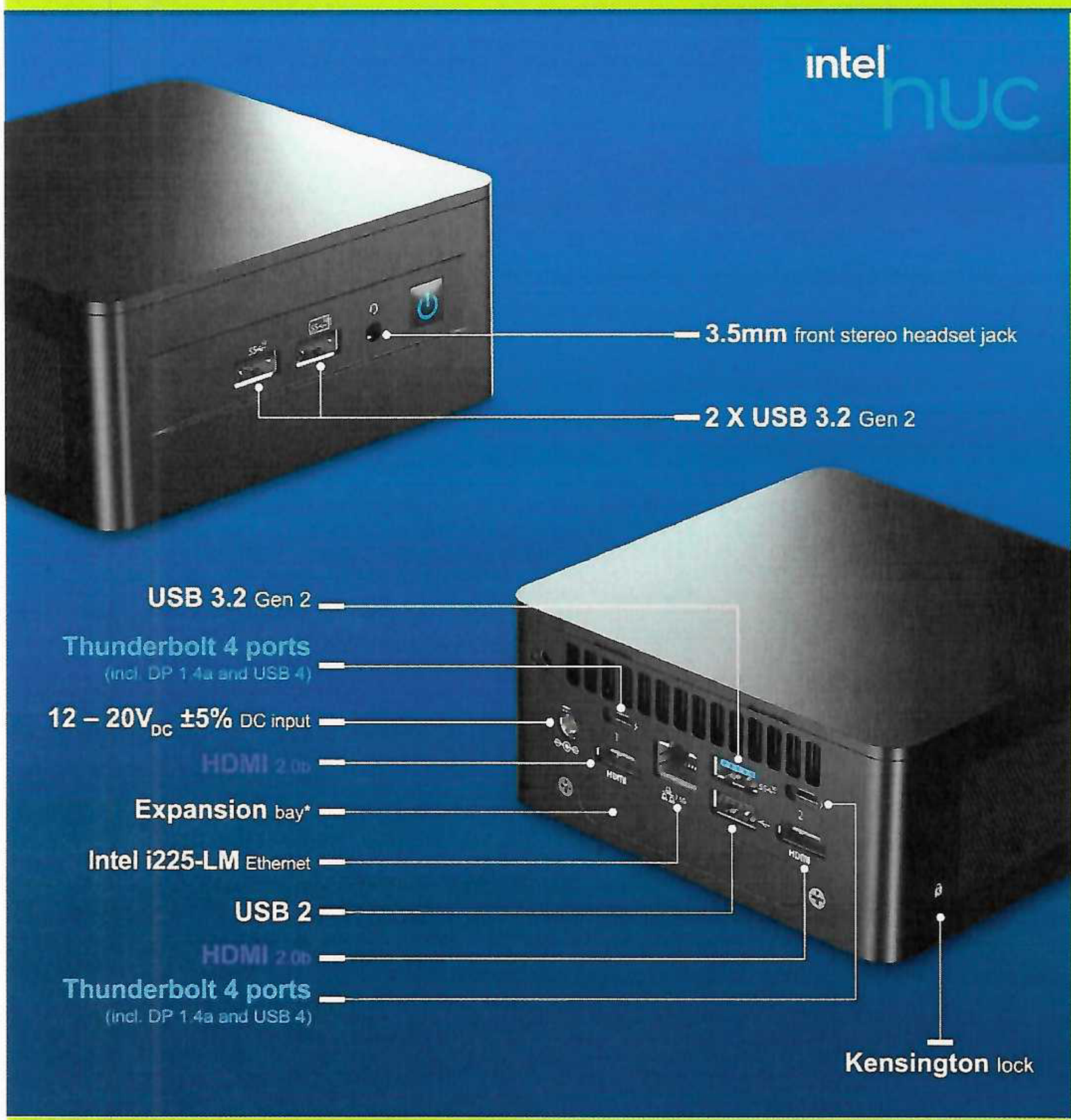
High Speed PC



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- Intel 12 Core-i7-1260P up to 4.7GHz
- 16GB RAM, 500GB PCIe Gen 4 NVMe
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Pre-loaded with Microsoft Windows updates and latest release of Contex Widesystem and NextImage software. Does not include monitor.

Also available: Optional 20" Multi-touch monitor with VESA mount- fits on ScanStation and MFP stands.

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City of Thief River Falls

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Request for Council Action

DATE: 12/17/2024

SUBJECT: Approve the Additional Sanitation bag levels

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

MOTION TO: Accept a Utility Committee recommendation to approve the addition of two levels of Sanitation bags. The levels will be 350 bags for $58/mo and 400 bags for $63/mo for 2025.

BACKGROUND: The Utility Billing office has seen multiple customers running out of the maximum number of garbage bags offered, and then having to purchase additional garbage bags. By adding additional garbage bag levels, the customers can increase their garbage bag level, so they won't have to purchase additional or as many bags.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: here will be an additional charge of $5.00 added to each level of garbage bags.

LEGAL CONSIDERATION: City policy is followed.

DEPARTMENT/RESPONSIBLE PERSON: Jeremy Treitline, Utility Billing

ATTACHMENTS:
None

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Request for Council Action

DATE: 12/17/2024

SUBJECT: Approve re-appointment of John Syvertson to the Housing & Redevelopment Authority Board

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

MOTION TO: Approve the re-appointment of John Syvertson to the Housing & Redevelopment Authority Board (HRA) with a term date starting January 31,2025 and expiring January 31, 2028.

BACKGROUND: John Syvertson's term will expire January 31, 2025 and he has requested to be re-appointed. Administrative Committee is in favor of his re-appointment.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Jennifer Myers, Deputy City Clerk

ATTACHMENTS:
None

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Request for Council Action

DATE: 12/17/2024

SUBJECT: Approve re-appointment of Merle Lorenson, LeeAnn Nelson and Rick Reierson to the Planning Commissions Board

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

MOTION TO: Approve the re-appointment of Merle Lorenson, LeeAnn Nelson and Rick Reierson to the Planning Commissions Board with a term date starting January 31, 2025 and expiring January 31, 2028.

BACKGROUND: Their respective term will expire January 31, 2025, and each have requested to be re-appointed for another three-year term.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Jennifer Myers, Deputy City Clerk

ATTACHMENTS:
None

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Request for Council Action

DATE: 12/17/2024

SUBJECT: Approval to Designate the Ralph Engelstad Arena as The City of Thief River Falls Polling Place for All Precincts for 2025 Elections

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

MOTION TO: By the City Council, to designate the Ralph Engelstad Arena, 525 Brooks Avenue North, Thief River Falls as the City of Thief River Falls designated polling place for all precincts within the City limits for 2025 Elections.

BACKGROUND: Minnesota Election Law section 204B.16 requires the city council of every municipality to designate a place for holding an election for each precinct every year before December 5, 2024. The designated polling place remains the polling place for these precincts throughout the calendar year unless: Polling place becomes unavailable or an emergency occurs after the deadline to designate a polling place but before the polls close on election day.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:
None

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						
Morgan Stanley Pvt Bk	Certificate of Deposit - Brokered	$245,000	27-Feb-25	1.80%	**27-Aug-20**	$243,319.30
State Bk India New York NY	Certificate of Deposit - Brokered	$183,000	10-Jun-25	1.05%	**10-Dec-20**	$179,779.20
Federal Home Ln Mtg Corp	Certificate of Deposit - Brokered	$255,000	25-Aug-25	3.50%	**25-Feb-23**	$253,271.10
JPMorgan Chase Bank N A CD CLL	Certificate of Deposit - Brokered	$246,000	30-Sep-25	0.40%	**31-Mar-21**	$238,032.06
Goldman Sachs BK USA New York	Certificate of Deposit - Brokered	$200,000	11-Feb-26	1.00%	**11-Aug-21**	$192,304.00
Vernon Hills Taxable GO	Certificate of Deposit - Brokered	$246,000	30-Mar-26	2.85%	**01-Jul-22**	$244,922.50
BankUnited A Svgs Bk Miami	Certificate of Deposit - Brokered	$249,000	31-Mar-26	0.95%	**30-Jun-21**	$238,250.67
UBS BK USA Salt Lake City UT	Certificate of Deposit - Brokered	$245,000	16-Jun-26	0.85%	**16-Jul-21**	$232,531.95
Inivest Ntl Bk Tr Souderton	Certificate of Deposit - Brokered	$183,000	17-May-27	4.50%	**16-May-23**	$184,484.13
Bank Brenham Tex	Certificate of Deposit - Brokered	$244,000	12-Oct-27	4.10%	**10-Apr-25**	$241,069.56
Solutions Bk Forreston Ill	Certificate of Deposit - Brokered	$209,000	22-Sep-28	5.30%	**22-Oct-23**	$209,096.14
Northwest Bk Boise Idaho	Certificate of Deposit - Brokered	$248,000	28-Mar-29	4.65%	**28-Apr-24**	$248,096.72
Bankwest Inc Pierre SD	Certificate of Deposit - Brokered	$248,000	12-Apr-29	4.65%	**12-May-24**	$252,947.60
Jonesboro St Bk Jonesboro LA	Certificate of Deposit - Brokered	$244,000	03-Oct-29	4.00%	**03-Nov-24**	$238,224.52
Defiance Ohio City Sch Dist	Bond - Brokered	$550,000	01-Dec-28	0.00%	**01-Dec-28**	$461,367.50
Fresno Calif Uni School Dist	Bond - Brokered	$300,000	01-Aug-25	0.00%	**01-Aug-25**	$291,180.00
Thief River Falls Minn Indpt	Bond - Brokered	$190,000	01-Feb-27	1.01%	**01-Feb-27**	$176,553.70
		RBC INVESTMENTS				$4,125,430.65
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

Cornerstone Bank, NE	Certificate of Deposit - Brokered	$240,500	20-Mar-25	5.227%	$240,500.00
4M Term Series, IL	Certificate of Deposit - Brokered	$500,000	10-Apr-25	4.380%	$500,000.00
4M Term Series, MN	Certificate of Deposit - Brokered	$1,000,000	01-May-25	5.100%	$1,000,000.00
Western Alliance Bank, CA	Certificate of Deposit - Brokered	$237,250	09-Jul-25	5.312%	$237,250.00
4M Term Series, IL	Certificate of Deposit - Brokered	$500,000	14-Nov-25	4.330%	$500,000.00
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			$8,703,180.65
MONEY MARKET ACCOUNTS					
Piper Jaffray	First American Gov't Obligations Fund			4.480%	$3,532,583.59
RBC	US Govt Money Market Fund				$7.23
League of Minnesota Cities	4M Money Market Fund			5.321%	$8,491,877.70
League of Minnesota Cities	4M Plus Fund			5.368%	$28,835.51
League of Minnesota Cities	4M LTD Account				$8,104,577.67
		TOTAL MONEY MARKET SAVINGS			$20,157,881.70
		GRAND TOTAL		**11/30/2024**	$28,861,062.35