

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, January 7, 2025

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

- 1. OFFICIAL OATH OF OFFICE**
- 2. CALL TO ORDER**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL**
- 5. PUBLIC FORUM - *Individuals may address the City Council about any item not included on the regular agenda. A maximum of 5 minutes is allotted for the public forum. The City Council will not take official action on items discussed at this time, with the exception of referral to staff or a committee, board or commission for a future report.***
- 6. PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS**
- 7. APPROVE AGENDA - *Council members may add items to the agenda for discussion purposes or staff direction. The Council will not normally take official action on items added to the agenda.***
- 8. CONSENT AGENDA - *These items are considered routine in nature and are approved with one motion without discussion/debate. The Mayor will ask if any Council member wishes to remove an item and place it on the regular agenda for discussion and consideration. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.***
 - 8.1. Approval of December 17, 2024 Council Proceedings (3-16)
 - 8.2. 12/31/24 Year-End-Payables (17-32)
 - 8.3. City of Thief River Falls Bills and Disbursements and Council Per Diems (33-70)
 - 8.4. Approval of "Schedule of Council Member Meetings" Authorized to Charge a Per Diem (71-72)
- 9. NEW BUSINESS**
 - 9.1. Approval of Appointment of Councilmember Steve Narverud as Acting Mayor in Absence of Mayor Lorensen for Calendar Year 2025 (73)
 - 9.2. Approval to Designate the Times Newspaper as the Official Newspaper (74)

- 9.3. Approval of Official Depositories for City Funds (75)
- 9.4. Approval of Northern State Bank Collateral in Excess of FDIC Insurance for 2025 (76)
- 9.5. Reaffirming City's Decision not to Waive the Monetary Limit of Municipal Tort Liability Established by MN Statute (77-78)
- 9.6. Approval of City Council Committee Assignments for Calendar Year 2025 (79-80)
- 9.7. Approval to Purchase 2025 Wildland Skid Unit (81)
- 9.8. Approve 2025 mileage reimbursement and meal reimbursement (82)
- 9.9. Approve City Hall remodel change order request #2 (83-85)
- 9.10. Approve the Citizen Portal Services Agreement with Nuvei credit card processing for Utility Billing, Public Works and Police (86-94)
- 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. Special Adjourned Meeting - Ward 3 Candidate Interviews 5:30 pm January 9, 2025 in Council Chambers
 - 11.2. Public Utilities Committee - January 13 at 7:00 am.
 - 11.3. Public Safety/Liquor Committee - January 13 at 4:30 pm.
 - 11.4. Administrative Services Committee - January 14th at 4:30 Room 201 City Hall
 - 11.5. Public Works Committee - January 15 at 4:30 pm.
 - 11.6. City Council Meeting - January 21st at 5:30 pm.
- 12. INFORMATIONAL ITEMS**
- 13. ADJOURNMENT**

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

COUNCIL PROCEEDINGS
Tuesday, December 17, 2024

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC FORUM

PUBLIC HEARING

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

Travis Giffen presented background on the project. Homeowner, Amanda Olson, addressed the council with her concerns regarding the assessment. She doesn't believe the assessment on her home is equitable or equally distributed among homeowners. She noted she/they were given little notice regarding the project (received a letter two days before the project started). She was assessed \$29,550.17 and would like to appeal. After discussion, the council noted they would take her comments under advisement and closed the public hearing.

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

- 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.

Angie Philipp presented Mayor Brian Holmer with a plaque and Ward 2 rep Anthony Bolduc with a certificate for their dedication and commitment to the City of Thief River Falls and to the Council. A photo was taken of Philipp, Holmer and Bolduc.

APPROVE AGENDA

Councilmember Scott Pream motioned, being seconded by Councilmember Michele McCraw, to approve the agenda.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 12.275.24: Approval of December 3, 2024 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced RESOLUTION 12.275.24, being seconded by Councilmember Steve Narverud, that:

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

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.276.24 : City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced RESOLUTION 12.276.24, being seconded by Councilmember Steve Narverud, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$2,075,972.71. 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.12.277.24 : Adopt the City of Thief River Falls Final 2025 Budget

Following discussion, Councilmember Steve Narverud introduced Resolution 12.277.24, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED 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)

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.278.24: Approval of 2025 Tax Levy

Following discussion, Councilmember Jason Aarestad introduced Resolution 12.278.24, being seconded by Councilmember Scott Pream, that:

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

THEREFORE, BE IT RESOLVED 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

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.279.24: Approval To Process Year-End Accounts Payable Through December 31, 2024

Following discussion, Councilmember Steve Narverud introduced Resolution 12.279.24, being seconded by Councilmember Jason Aarestad, that:

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

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.280.24: Approve Uncollectible Utility Account Write-offs

Following discussion, Councilmember Mike Lorenson introduced Resolution 12.280.24, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, 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.

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.281.24: Approval to Write Off Falls Liquor Store NSF Checks

Following discussion, Councilmember Jason Aarestad introduced Resolution 12.281.24, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.282.24 : Water Treatment Plant CO2 Tank Replacement Project

Following discussion, Councilmember Scott Pream introduced Resolution 12.282.24, being seconded by Councilmember Michele McCraw, that:

WHEREAS, 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.

WHEREAS, 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.

THEREFORE, BE IT RESOLVED Approve the low bid from Municipal Service, Inc for the replacement of the CO2 Tank and accessories.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.283.24: 2025 Water Treatment Plant Chemical Bids

Following discussion, Councilmember Scott Pream introduced Resolution 12.283.24, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, 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.

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

THEREFORE, BE IT RESOLVED Approve the low Water treatment Plant Chemical Bids for calendar year 2025 as presented.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.284.24: Approval of the MN State Joint Powers Agreement with the MN Internet Crimes Against Children Task Force (ICAC task force).

Following discussion, Councilmember Mike Lorenson introduced Resolution 12.284.24, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.285.24: Approve Retail Market Study

Following discussion, Councilmember Scott Pream introduced Resolution 12.285.24, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, 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.

WHEREAS, 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

THEREFORE, BE IT RESOLVED Approve an agreement with GSG Hospitality Group to complete a Retail Market Study; and authorize the City Administrator to execute the agreement.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.286.24: Approval of Single Family Residential Tax Abatements

Following discussion, Councilmember Steve Narverud introduced Resolution 12.286.24, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.287.24 : Approval to appoint William Puppe as Public Works Team Lead

Following discussion, Councilmember Scott Pream introduced Resolution 12.287.24, being seconded by Councilmember Michele McCraw, that:

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

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.288.24: Approve the Employment of Arne Rantanen as Public Works Maintenance Worker

Following discussion, Councilmember Steve Narverud introduced Resolution 12.288.24, being seconded by Councilmember Michele McCraw, that:

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

THEREFORE, BE IT RESOLVED 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 \$28.28 effective January 6, 2025. The position is a Teamster Union #320 position.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.289.24: Approve the Employment of Jeffrey Schneider as Public Works Maintenance Worker

Following discussion, Councilmember Scott Pream introduced Resolution 12.289.24, being seconded by Councilmember Steve Narverud, that:

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

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.290.24: 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.

Following discussion, Councilmember Jason Aarestad introduced Resolution 12.290.24, being seconded by Councilmember Steve Narverud, that:

WHEREAS, 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.

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.291.24 : Approve Agreement to Maintain Facility- 1st St. Lincoln High School multi-use trail connection

Following discussion, Councilmember Jason Aarestad introduced Resolution 12.291.24, being seconded by Councilmember Scott Pream, that:

WHEREAS, 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.

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.292.24: 2024 Street and Utilities Improvements – Assessment Roll

Following discussion, Councilmember Steve Narverud introduced Resolution 12.292.24, being seconded by Councilmember Scott Pream, that:

WHEREAS, 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.

WHEREAS, the City of Thief River Falls assesses benefited property owners for these improvements.

THEREFORE BE IT RESOLVED, adopt assessment roll for the 2024 Street & Utility Improvements. The Amount to be assessed is \$542,262.28.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.293.24 : APPROVAL OF CERTIFICATION OF UNPAID GRASS MOWING/WEED TRIMMING/TREE REMOVAL CHARGES TO PROPERTY OWNERS' 2025 PROPERTY TAX

Following discussion, Councilmember Steve Narverud introduced Resolution 12.293.24, being seconded by Councilmember Scott Pream, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED to approve grass mowing/weed trimming/tree removal charges remain unpaid to the City of Thief River Falls; and,

GRASS MOWING/WEED TRIMMING

<u>OWNER</u>	<u>ADDRESS</u>	<u>PARCEL</u>	<u>AMOUNT</u>
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 3 rd 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 4 th St W	25.003.166.30	\$42.00
Grant Reed	708 Duluth Ave N	25.015.025.40	\$42.00

TREE REMOVAL

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

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.294.24 : Approve Engineering Services

Following discussion, Councilmember Anthony Bolduc introduced Resolution 12.294.24, being seconded by Councilmember Michele McCraw, that:

WHEREAS, 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.

WHEREAS, 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.

THEREFORE, BE IT RESOLVED Approve the reappointment of Widseth, Inc as the city engineering firm, and Rich Clauson as the Engineer of Record.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.295.24: Approve the Artificial Intelligence Policy For the City of Thief River Falls

Following discussion, Councilmember Mike Lorenson introduced Resolution 12.295.24, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, 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.

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

THEREFORE, BE IT RESOLVED Approve the Artificial Intelligence Policy for the City of Thief River Falls and authorize the City Administrator to execute the policy.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.296.24 : Approve Scanner PC purchase

Following discussion, Councilmember Jason Aarestad introduced Resolution 12.296.24, being seconded by Councilmember Mike Lorenson, that:

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

WHEREAS,

- 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

THEREFORE, BE IT RESOLVED approve the City of Thief River Falls to purchase a computer and installation from Marco Technologies for our large plotter scanner.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.297.24: Approve the Additional Sanitation bag levels

Following discussion, Councilmember Mike Lorenson introduced Resolution 12.297.24, being seconded by Councilmember Michele McCraw, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.298.24: Approve re-appointment of John Syvertson to the Housing & Redevelopment Authority Board

Following discussion, Councilmember Mike Lorenson introduced Resolution 12.298.24, being seconded by Councilmember Scott Pream, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.299.24 : Approve re-appointment of Merle Lorenson, LeeAnn Nelson and Rick Reiersen to the Planning Commissions Board

Following discussion, Councilmember Anthony Bolduc introduced Resolution 12.299.24, being seconded by Councilmember Michele McCraw, that:

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

THEREFORE, BE IT RESOLVED Approve the re-appointment of Merle Lorenson, LeeAnn Nelson and Rick Reiersen to the Planning Commissions Board with a term date starting January 31, 2025 and expiring January 31, 2028.

On vote being taken, the resolution was passed. Lorenson abstained.

RESOLUTION NO. 12.300.24: Approval to Designate the Ralph Engelstad Arena as The City of Thief River Falls Polling Place for All Precincts for 2025 Elections

Following discussion, Councilmember Anthony Bolduc introduced Resolution 12.300.24, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

Mike Lorensen noted anticipated postage cost increase in 2025 and reminded residents to sign up for paperless billing.

Brian Holmer noted the Holiday Train (12/15/24) had a great turnout with over 1000 people in attendance.

UPCOMING MEETINGS

- City Council Meeting - January 7th at 5:30 p.m.
- Special Meeting: Ward 3 Candidate Interviews - January 9th at 5:30 pm
- Public Utilities Committee - January 13th at 7:00 a.m.
- Public Safety/Liquor Committee - January 13th at 4:30 p.m.
- Administrative Services Committee - January 14th at 4:30 p.m. Room 201 City Hall
- Public Works Committee - January 15th at 4:30 p.m.
- City Council Meeting - January 21st at 5:30 p.m.

INFORMATIONAL ITEMS

- Brian Holmer addressed the council and thanked them for the last 10 years. He noted changes to finances and increased bond ratings as a few of the many accomplishments over the last 10 years.

Holmer requested that Travis look into handicapped accessibility at the dam. It has been an on-going request from citizens and he stressed the importance of accessibility points to cross the river.

- November 2024 Investment Summary

ADJOURNMENT

There being no further discussion, Councilmember Scott Pream being seconded by Councilmember Anthony Bolduc to adjourn at 6:16 pm. On vote being taken, the Chair declared the motion unanimously carried.

Brian D. Holmer, Mayor

Angela Philipp, City Administrator



City of Thief River Falls

#7.02

**YEAR END COUNCIL BILLS
DECEMBER 31st, 2024**

SUMMARY OF DISBURSEMENTS

12/31/2024	AP PKT #1229 - YEAR END PAYABLES	\$441,247.50
GRAND TOTAL OF DISBURSEMENTS		\$441,247.50



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01229 - 12/31/2024 YEAR END PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC (AE2S)							
ADVANCED ENGINEERING ...	99322	12/10/2024	620-4890-63110	Consulting Fees	CONSULTING SRVCS - NOV ...		577.50
ADVANCED ENGINEERING ...	99533	12/10/2024	550-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - NOV 2024 / ...		23,275.50
Vendor ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC (AE2S) Total:							23,853.00
Vendor: ALLSTATE PETERBILT OF FARGO							
ALLSTATE PETERBILT OF FA...	4001-5372	12/20/2024	100-4315-65400	Machinery & Equipment	2025 MODEL 548 PETERBILT...		152,564.00
Vendor ALLSTATE PETERBILT OF FARGO Total:							152,564.00
Vendor: AMARIL UNIFORM COMPANY							
AMARIL UNIFORM COMPA...	IV270783	12/18/2024	690-4840-62880	Personal Protective Equipm...	PPE - F TRUDEAU		491.03
AMARIL UNIFORM COMPA...	IV270783	12/18/2024	690-4840-62880	Personal Protective Equipm...	PPE - G HALL		340.00
AMARIL UNIFORM COMPA...	IV270783	12/18/2024	690-4840-62880	Personal Protective Equipm...	PPE - IAN LUND		575.00
Vendor AMARIL UNIFORM COMPANY Total:							1,406.03
Vendor: AMERICAN WELDING & GAS INC							
AMERICAN WELDING & GAS...	0010509023	11/30/2024	620-4840-62160	Chemicals	CHEMICALS		6,647.48
Vendor AMERICAN WELDING & GAS INC Total:							6,647.48
Vendor: ANGELA PHILIPP							
ANGELA PHILIPP	REIMB 11 20 24	11/20/2024	100-4670-64400	Travel, Conference, School	REIMBURSE - ROLLS PURCH...		29.96
Vendor ANGELA PHILIPP Total:							29.96
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3735254	12/22/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		504.00
Vendor ARTISAN BEER COMPANY Total:							504.00
Vendor: BRADY MEUNIER							
BRADY MEUNIER	REIMB 12 13 24	12/13/2024	100-4210-62880	Personal Protective Equipm...	REIMBURSE - MEALS EXP / ...		72.13
Vendor BRADY MEUNIER Total:							72.13
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	119269890	12/20/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		853.41
BREAKTHRU BEVERAGE	119273644	12/23/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,245.04
BREAKTHRU BEVERAGE	119273644	12/23/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,784.00
Vendor BREAKTHRU BEVERAGE Total:							3,882.45
Vendor: CAPITAL ONE							
CAPITAL ONE	1659821673	12/19/2024	100-4194-62990	Misc. Operating Expense	12 19 24 STMT - PPR TOWE...		97.82
CAPITAL ONE	1659821673	12/19/2024	100-4210-62990	Misc. Operating Expense	12 19 24 STMT - GUN CLEAN..		18.14
CAPITAL ONE	1659821673	12/19/2024	100-4220-62990	Misc. Operating Expense	12 19 24 STMT - CLEANING ...		140.74
CAPITAL ONE	1659821673	12/19/2024	100-4550-62990	Misc. Operating Expense	12 19 24 STMT - PPR TOWE...		72.37
CAPITAL ONE	1659821673	12/19/2024	100-4560-62990	Misc. Operating Expense	12 19 24 STMT - PPR TOWE...		40.23

Council Approval Register

Packet: APPKT01229 - 12/31/2024 YEAR END PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
CAPITAL ONE	1659821673	12/19/2024	690-4840-62990	Misc. Operating Expense	12 19 24 STMT - KLEENIX / ...		11.09
Vendor CAPITAL ONE Total:							380.39
Vendor: CDAGUNWORKS LLC							
CDAGUNWORKS LLC	12 17 24	12/17/2024	100-4210-62210	Equipment Maint & Repair	WARTHOG SUPPRESSOR		425.00
Vendor CDAGUNWORKS LLC Total:							425.00
Vendor: COLE PAPERS INC							
COLE PAPERS INC	10505470	11/01/2024	610-4850-62230	Building Maint & Repair	FLOOR CLEANER		40.73
COLE PAPERS INC	10510990	11/18/2024	100-4550-62990	Misc. Operating Expense	VACUUM BAGS		143.59
COLE PAPERS INC	10511794	11/19/2024	100-4194-62990	Misc. Operating Expense	CLEANER		74.23
COLE PAPERS INC	10511794	11/19/2024	100-4550-62990	Misc. Operating Expense	CLEANER		74.23
COLE PAPERS INC	10513313	11/27/2024	690-4840-62990	Misc. Operating Expense	TOILET TISSUE / HAND TOW...		125.85
COLE PAPERS INC	10513313	11/27/2024	690-4850-62350	Power Plant/Dam Maint	TOILET TISSUE / HAND TOW...		125.85
COLE PAPERS INC	10513314	11/27/2024	610-4840-62990	Misc. Operating Expense	HAND SOAP		49.70
COLE PAPERS INC	33623	11/20/2024	100-4194-62990	Misc. Operating Expense	RETURN CREDIT - CLEANER		-59.34
COLE PAPERS INC	33623	11/20/2024	100-4550-62990	Misc. Operating Expense	RETURN CREDIT - CLEANER		-59.34
Vendor COLE PAPERS INC Total:							515.50
Vendor: CORE & MAIN LP							
CORE & MAIN LP	W013360	12/16/2024	620-4850-62290	Water Meter Maintenance	METER REPAIR		399.88
CORE & MAIN LP	W172091	12/16/2024	620-4840-62430	Water Meters	METERS		2,935.24
CORE & MAIN LP	W181592	12/17/2024	620-4850-62200	System Expense	COPPER DISC - SERVICE LINE...		45.24
Vendor CORE & MAIN LP Total:							3,380.36
Vendor: DARWIN C KLEMETSON							
DARWIN C KLEMETSON	4288	12/26/2024	100-4240-63030	Contracts Expense	SIDEWALK SNOW REMOVAL...		625.00
Vendor DARWIN C KLEMETSON Total:							625.00
Vendor: DAVIS J MILLS							
DAVIS J MILLS	2024 ABATE	12/19/2024	100-4660-63030	Contracts Expense	2024 TAX ABATEMENT - YR ...		1,061.26
Vendor DAVIS J MILLS Total:							1,061.26
Vendor: ECOLAB INC							
ECOLAB INC	6969247	12/20/2024	610-4890-63030	Contracts Expense	RODENT PROGRAM - DEC J...		143.52
Vendor ECOLAB INC Total:							143.52
Vendor: FALLS TOWING LLC							
FALLS TOWING LLC	25088	10/05/2024	100-4210-62990	Misc. Operating Expense	TOWING CHARGES		125.00
Vendor FALLS TOWING LLC Total:							125.00
Vendor: FARMERS UNION OIL COMPANY							
FARMERS UNION OIL COM...	NOV 2024	12/30/2024	100-4194-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		24.99
FARMERS UNION OIL COM...	NOV 2024	12/30/2024	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		827.33
FARMERS UNION OIL COM...	NOV 2024	12/30/2024	100-4220-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		135.44
FARMERS UNION OIL COM...	NOV 2024	12/30/2024	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		1,355.00
FARMERS UNION OIL COM...	NOV 2024	12/30/2024	100-4315-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		1,455.53
FARMERS UNION OIL COM...	NOV 2024	12/30/2024	100-4510-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		267.20
FARMERS UNION OIL COM...	NOV 2024	12/30/2024	620-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		940.17

Council Approval Register

Packet: APPKT01229 - 12/31/2024 YEAR END PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
FARMERS UNION OIL COM...	NOV 2024	12/30/2024	670-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		326.85
FARMERS UNION OIL COM...	NOV 2024	12/30/2024	680-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		368.45
FARMERS UNION OIL COM...	NOV 2024	12/30/2024	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		652.86
FARMERS UNION OIL COM...	NOV 2024	12/30/2024	820-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		90.04
Vendor FARMERS UNION OIL COMPANY Total:							6,443.86
Vendor: FISHER SCIENTIFIC							
FISHER SCIENTIFIC	7406329	12/06/2024	620-4840-62170	Field Supplies	PH METER PROBES		721.44
Vendor FISHER SCIENTIFIC Total:							721.44
Vendor: FORESTEDGE WINERY							
FORESTEDGE WINERY	5832	12/17/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		138.00
Vendor FORESTEDGE WINERY Total:							138.00
Vendor: GRAND FORKS FIRE EQUIPMENT LLC							
GRAND FORKS FIRE EQUIP...	42424	12/16/2024	100-4220-62880	Personal Protective Equipm...	TURNOUT GEAR - PETSCL / ...		6,500.00
Vendor GRAND FORKS FIRE EQUIPMENT LLC Total:							6,500.00
Vendor: GSG HOSPITALITY							
GSG HOSPITALITY	12 10 24	12/10/2024	100-4660-63580	Marketing	SERVICES - RETAIL MARKET ...		12,500.00
Vendor GSG HOSPITALITY Total:							12,500.00
Vendor: GUARDIAN PEST SOLUTIONS INC							
GUARDIAN PEST SOLUTIONS..	2618866	11/20/2024	690-4890-63030	Contracts Expense	RODENT CONTROL PRGM - ...		55.00
Vendor GUARDIAN PEST SOLUTIONS INC Total:							55.00
Vendor: H & L MESABI COMPANY							
H & L MESABI COMPANY	43778	12/16/2024	100-4312-62210	Equipment Maint & Repair	PLOW BLADE / BOLT - #5525		1,124.00
Vendor H & L MESABI COMPANY Total:							1,124.00
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CH...	1200678063	12/10/2024	690-4890-64370	Taxes and Licenses	PROF SRVCS - DAM RELICEN...		1,789.09
Vendor HDR ENGINEERING INC - CHICAGO Total:							1,789.09
Vendor: HUBERTS OUTDOOR POWER							
HUBERTS OUTDOOR POWER	24294	12/24/2024	820-4850-62210	Equipment Maint & Repair	TORO TIMECUTTER REPAIRS		1,308.49
HUBERTS OUTDOOR POWER	26308	10/11/2024	100-4510-62400	Small Tools and Minor Equip	FILTER PLATE		50.49
HUBERTS OUTDOOR POWER	3239	09/09/2024	100-4510-62400	Small Tools and Minor Equip	ADJUSTABLE HEDGE TRIM...		720.98
HUBERTS OUTDOOR POWER	77645	12/24/2024	100-4510-62210	Equipment Maint & Repair	MOWER BLADES - #5415		139.75
HUBERTS OUTDOOR POWER	78363	12/24/2024	100-4510-62210	Equipment Maint & Repair	CHAIN		12.95
HUBERTS OUTDOOR POWER	86064-2	05/31/2024	690-4850-62350	Power Plant/Dam Maint	BLADE / TURBO DISC / OIL		60.24
HUBERTS OUTDOOR POWER	89717	09/04/2024	820-4850-62210	Equipment Maint & Repair	BUSHING / FLANGE / SPAN...		77.94
HUBERTS OUTDOOR POWER	89899	09/10/2024	100-4510-62210	Equipment Maint & Repair	PARTS - EQUIP REPAIR		35.51
HUBERTS OUTDOOR POWER	89911	12/24/2024	100-4510-62210	Equipment Maint & Repair	CHAIN		16.95
HUBERTS OUTDOOR POWER	90028	09/13/2024	100-4510-62400	Small Tools and Minor Equip	CHAIN SHARPENING		7.00
HUBERTS OUTDOOR POWER	90066	09/16/2024	820-4840-62120	Gas-Oil-Lube	PARTS - Z TURN MOWER		57.99
HUBERTS OUTDOOR POWER	90486	10/01/2024	100-4220-62210	Equipment Maint & Repair	HOSE / GENERATOR REPAIR		38.48
HUBERTS OUTDOOR POWER	90669	10/08/2024	100-4510-62400	Small Tools and Minor Equip	BAR & CHAIN		24.99

Council Approval Register

Packet: APPKT01229 - 12/31/2024 YEAR END PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
HUBERTS OUTDOOR POWER	91600	11/12/2024	620-4840-62990	Misc. Operating Expense	CUTTING WHEEL		116.99
Vendor HUBERTS OUTDOOR POWER Total:							2,668.75
Vendor: IAN LUND							
IAN LUND	REIMB 12 19 24	12/19/2024	690-4840-62880	Personal Protective Equipm...	REIMBURSE - SAFETY TOED ...		100.00
Vendor IAN LUND Total:							100.00
Vendor: ICON ARCHITECTURAL GROUP LLC							
ICON ARCHITECTURAL GRO...	20240498	12/30/2024	520-4680-65900	Work in Process-Constructi...	PROF SRVCS - ARCHITECTU...		860.00
ICON ARCHITECTURAL GRO...	20240499	12/30/2024	100-4671-62200	System Expense	PROF SRVCS - CITY HALL RE...		932.60
ICON ARCHITECTURAL GRO...	20240500	12/30/2024	100-4671-62200	System Expense	PROF FEES - LIBRARY RESTO...		62.31
Vendor ICON ARCHITECTURAL GROUP LLC Total:							1,854.91
Vendor: INDUCTIVE AUTOMATION LLC							
INDUCTIVE AUTOMATION L...	1354764	12/16/2024	620-4890-63020	Computer Maintenance & li...	WATER PLANT SCADA SUPP...		2,357.40
INDUCTIVE AUTOMATION L...	1354764	12/16/2024	680-4890-63020	Computer Maintenance & li...	WW SCADA SUPPORT PLAN		2,357.40
Vendor INDUCTIVE AUTOMATION LLC Total:							4,714.80
Vendor: J & R WASTEWATER INC							
J & R WASTEWATER INC	1040	12/12/2024	680-4850-62200	System Expense	LIFT STATION CLEANING		2,100.00
Vendor J & R WASTEWATER INC Total:							2,100.00
Vendor: JAMES TROJANOWSKI							
JAMES TROJANOWSKI	2024 ABATE	12/19/2024	100-4660-63030	Contracts Expense	2024 TAX ABATEMENT - YE...		1,230.95
Vendor JAMES TROJANOWSKI Total:							1,230.95
Vendor: JAMISON STEER							
JAMISON STEER	REIMB 12 13 24	12/13/2024	100-4210-62880	Personal Protective Equipm...	REIMBURSE - MEALS EXP / ...		52.25
Vendor JAMISON STEER Total:							52.25
Vendor: JENNIFER MYERS							
JENNIFER MYERS	REIMB 12 17 24	12/17/2024	100-4110-64400	Travel, Conference, School	REIMBURSE - SUPPLIES / C...		42.59
Vendor JENNIFER MYERS Total:							42.59
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU...	2693861	12/22/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		4,586.74
JOHNSON BROTHERS LIQU...	2693862	12/22/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		2,732.00
Vendor JOHNSON BROTHERS LIQUOR Total:							7,318.74
Vendor: LEAGUE OF MN CITIES INS TRUST							
LEAGUE OF MN CITIES INS T...	9366	12/17/2024	100-4670-63610	Insurance Expense	CLAIM #384101 - T VEDBRA...		3,356.26
Vendor LEAGUE OF MN CITIES INS TRUST Total:							3,356.26
Vendor: MARGARET PORTER							
MARGARET PORTER	2024 ABATE	12/19/2024	100-4660-63030	Contracts Expense	2024 TAX ABATEMENT - YE...		865.78
Vendor MARGARET PORTER Total:							865.78
Vendor: MINNKOTA POWER COOPERATIVE INC							
MINNKOTA POWER COOPE...	TRFALLS - CIP 4TH QTR	12/23/2024	690-4890-68880	Conservation Program	HVAC MAINTENANCE CONT...		39,013.13
Vendor MINNKOTA POWER COOPERATIVE INC Total:							39,013.13

Council Approval Register					Packet: APPKT01229 - 12/31/2024 YEAR END PAYABLES		
Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MN DPT OF COMMERCE							
MN DPT OF COMMERCE	1000052733	12/02/2024	690-4890-68880	Conservation Program	3RD QTR FISCAL YEAR 2025 ...		3,596.51
Vendor MN DPT OF COMMERCE Total:							3,596.51
Vendor: MORRIS ELECTRONICS INC							
MORRIS ELECTRONICS INC	TRFARUBA	12/19/2024	100-4192-62020	Computer Supplies	SWITCHES		405.36
MORRIS ELECTRONICS INC	TRFARUBA	12/19/2024	620-4840-62420	Computer Equipment	SWITCHES		405.36
MORRIS ELECTRONICS INC	TRFNAS	12/19/2024	100-4210-62420	Computer Equipment	BACKUP		2,765.41
MORRIS ELECTRONICS INC	TRFSERVER	12/19/2024	100-4192-62020	Computer Supplies	SERVER		5,726.44
MORRIS ELECTRONICS INC	TRFSERVER	12/19/2024	100-4192-62420	Computer Equipment	SERVER		6,465.00
MORRIS ELECTRONICS INC	TRFSERVICE	12/26/2024	100-4192-63020	Computer Maintenance & li...	SERVICE DAY		3,135.00
MORRIS ELECTRONICS INC	TRFUBIQUITI	12/19/2024	100-4220-62020	Computer Supplies	WAPS		450.00
MORRIS ELECTRONICS INC	TRFUBIQUITI	12/19/2024	100-4220-62420	Computer Equipment	WAPS		233.75
Vendor MORRIS ELECTRONICS INC Total:							19,586.32
Vendor: NORMAN BETLAND							
NORMAN BETLAND	022	12/21/2024	100-4650-63030	Contracts Expense	GIS CONSULTING - NOV / D...		302.50
Vendor NORMAN BETLAND Total:							302.50
Vendor: NORTH COUNTRY OVERHEAD DOOR LL							
NORTH COUNTRY OVERHE...	20010	12/27/2024	100-4210-62210	Equipment Maint & Repair	GARAGE DOOR - ITS BUILDI...		1,990.00
Vendor NORTH COUNTRY OVERHEAD DOOR LL Total:							1,990.00
Vendor: NORTH SHORE ANALYTICAL INC							
NORTH SHORE ANALYTICAL ...	14946	12/09/2024	680-4840-62170	Field Supplies	LAB ANALYSIS		125.00
Vendor NORTH SHORE ANALYTICAL INC Total:							125.00
Vendor: OAK VIEW GROUP - THIEF RIVER FALLS							
OAK VIEW GROUP - THIEF R...	INV142993	11/05/2024	100-4140-62010	Office Supplies	MEALS EXP - ELECTIONS		987.75
Vendor OAK VIEW GROUP - THIEF RIVER FALLS Total:							987.75
Vendor: PAINT & GLASS INTERIORS INC							
PAINT & GLASS INTERIORS I...	15872	12/23/2024	100-4220-65200	Buildings and Structures	PAINT - OFFICE / BASEMENT		793.50
Vendor PAINT & GLASS INTERIORS INC Total:							793.50
Vendor: PENNINGTON CO AUDITOR							
PENNINGTON CO AUDITOR	2024 ABATE	12/19/2024	100-4660-63030	Contracts Expense	2024 ABATEMENT - SPECIALS		4,288.38
Vendor PENNINGTON CO AUDITOR Total:							4,288.38
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6901889	12/22/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		3,178.95
PHILLIPS WINE & SPIRITS	6901890	12/22/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		514.50
PHILLIPS WINE & SPIRITS	6901891	12/22/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		37.80
Vendor PHILLIPS WINE & SPIRITS Total:							3,731.25
Vendor: QUILL LLC							
QUILL LLC	41914838	12/10/2024	100-4670-62010	Office Supplies	GENERAL OFFICE SUPPLIES		75.74
QUILL LLC	42070401	12/19/2024	100-4670-62010	Office Supplies	GENERAL OFFICE SUPPLIES		253.17
Vendor QUILL LLC Total:							328.91

Council Approval Register
Packet: APPKT01229 - 12/31/2024 YEAR END PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: RADIO TIME							
RADIO TIME	492024-56	12/23/2024	100-4210-63590	Printing & Publications	HOLIDAY DRIVING CAMPAI...		572.00
						Vendor RADIO TIME Total:	572.00
Vendor: RICHARD BAKER							
RICHARD BAKER	REIMB 12 12 24	12/24/2024	100-4660-64400	Travel, Conference, School	REIMBURSE - MILEAGE / ER...		45.56
						Vendor RICHARD BAKER Total:	45.56
Vendor: RICHARD G MERRILL							
RICHARD G MERRILL	2024 ABATE	12/19/2024	100-4660-63030	Contracts Expense	2024 TAX ABATEMENT - YE...		804.76
						Vendor RICHARD G MERRILL Total:	804.76
Vendor: RICK BEIER							
RICK BEIER	REIMB 12 11 24	12/12/2024	100-4220-64400	Travel, Conference, School	REIMBURSE - MEALS / FER...		56.39
RICK BEIER	REIMB 12 11 24	12/12/2024	100-4220-64400	Travel, Conference, School	REIMBURSE - MILEAGE / FE...		192.96
						Vendor RICK BEIER Total:	249.35
Vendor: SANITATION PRODUCTS INC							
SANITATION PRODUCTS INC	91422	12/12/2024	670-4850-62210	Equipment Maint & Repair	BROOMS - SWEEPER		920.27
						Vendor SANITATION PRODUCTS INC Total:	920.27
Vendor: SIGN SOLUTIONS USA							
SIGN SOLUTIONS USA	415383	12/26/2024	100-4312-62260	Signs-Brooms-Paint	STREET SIGNS		2,260.00
SIGN SOLUTIONS USA	415404	12/27/2024	100-4312-62260	Signs-Brooms-Paint	42" CHANNELIZER - TRAFFIC...		1,031.15
						Vendor SIGN SOLUTIONS USA Total:	3,291.15
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2568512	12/19/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		449.95
SOUTHERN GLAZERS OF MN	2569882	12/23/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		6,121.72
SOUTHERN GLAZERS OF MN	2569882	12/23/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		778.00
						Vendor SOUTHERN GLAZERS OF MN Total:	7,349.67
Vendor: STREICHERS							
STREICHERS	11726272	10/29/2024	100-4210-62880	Personal Protective Equipm...	BALLISTIC VEST - B TURESON		1,524.90
						Vendor STREICHERS Total:	1,524.90
Vendor: T R F RADIO							
T R F RADIO	37562	11/08/2024	100-4110-63490	Advertising	RADIO ADVERTISING - 2024...		271.25
						Vendor T R F RADIO Total:	271.25
Vendor: THE FIRE GROUP INC							
THE FIRE GROUP INC	16806	10/31/2024	690-4890-63030	Contracts Expense	ANNUAL FIRE SPRINKLER IN...		1,169.00
						Vendor THE FIRE GROUP INC Total:	1,169.00
Vendor: THIEF RIVER FALLS TIMES							
THIEF RIVER FALLS TIMES	NOV 2024 878	11/30/2024	100-4150-62010	Office Supplies	NOV 2024 STMT - REGULAR...		2,169.50
THIEF RIVER FALLS TIMES	NOV 2024 878	11/30/2024	100-4150-62010	Office Supplies	NOV 2024 STMT - WINDOW...		2,177.80
THIEF RIVER FALLS TIMES	NOV 2024 878	11/30/2024	100-4650-63490	Advertising	NOV 2024 STMT - AD PUBLI...		400.00
THIEF RIVER FALLS TIMES	NOV 2024 878	11/30/2024	505-4680-65940	Work in Progress - Legal/Mi...	NOV 2024 STMT - HRG - 24 ...		118.80
THIEF RIVER FALLS TIMES	NOV 2024 878	11/30/2024	620-4890-63590	Printing & Publications	NOV 2024 STMT - ADV CHE...		160.38

Council Approval Register

Packet: APPKT01229 - 12/31/2024 YEAR END PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
THIEF RIVER FALLS TIMES	NOV 2024 878	11/30/2024	620-4890-63590	Printing & Publications	NOV 2024 STMT - ADV FOR ...		329.67
THIEF RIVER FALLS TIMES	NOV 2024 878	11/30/2024	690-4890-63590	Printing & Publications	NOV 2024 STMT - ADV SCR...		108.00
THIEF RIVER FALLS TIMES	NOV 2024 878	11/30/2024	690-4890-63590	Printing & Publications	NOV 2024 STMT - AD SCRAP...		105.00
Vendor THIEF RIVER FALLS TIMES Total:							5,569.15
Vendor: TK ELEVATOR CORP							
TK ELEVATOR CORP	6000765312	12/10/2024	100-4560-65200	Buildings and Structures	ELEVATOR WORK ORDER R...		35,197.18
Vendor TK ELEVATOR CORP Total:							35,197.18
Vendor: TROY MERCIL CONSTRUCTION LLC							
TROY MERCIL CONSTRUCTI...	824	12/12/2024	820-4890-63030	Contracts Expense	OPEN / CLOSE FEE - DONAV...		800.00
Vendor TROY MERCIL CONSTRUCTION LLC Total:							800.00
Vendor: UNIVERSAL SCREENPRINT							
UNIVERSAL SCREENPRINT	45488	12/17/2024	100-4110-62990	Misc. Operating Expense	PLAQUE - MAYOR HOLMER		50.00
Vendor UNIVERSAL SCREENPRINT Total:							50.00
Vendor: VERIZON WIRELESS #786782900							
VERIZON WIRELESS #78678...	6101741582	12/21/2024	100-4110-63210	Communication Expense	WIRELESS PHONE SERVICE -...		336.12
VERIZON WIRELESS #78678...	6101741582	12/21/2024	100-4150-63210	Communication Expense	WIRELESS PHONE SERVICE -...		174.18
VERIZON WIRELESS #78678...	6101741582	12/21/2024	100-4192-63210	Communication Expense	WIRELESS PHONE SERVICE -...		40.01
VERIZON WIRELESS #78678...	6101741582	12/21/2024	100-4194-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	6101741582	12/21/2024	100-4210-63210	Communication Expense	WIRELESS PHONE SERVICE -...		727.76
VERIZON WIRELESS #78678...	6101741582	12/21/2024	100-4240-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	6101741582	12/21/2024	100-4510-63210	Communication Expense	WIRELESS PHONE SERVICE -...		82.78
VERIZON WIRELESS #78678...	6101741582	12/21/2024	100-4650-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	6101741582	12/21/2024	100-4660-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	6101741582	12/21/2024	610-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	6101741582	12/21/2024	620-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		122.79
VERIZON WIRELESS #78678...	6101741582	12/21/2024	650-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	6101741582	12/21/2024	680-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
VERIZON WIRELESS #78678...	6101741582	12/21/2024	690-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		208.85
VERIZON WIRELESS #78678...	6101741582	12/21/2024	820-4830-63210	Communication Expense	WIRELESS PHONE SERVICE -...		41.39
Vendor VERIZON WIRELESS #786782900 Total:							2,023.61
Vendor: WEX HEALTH INC							
WEX HEALTH INC	INV0001422	12/31/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		73.73
WEX HEALTH INC	INV0001423	12/31/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		2,479.92
Vendor WEX HEALTH INC Total:							2,553.65
Vendor: WIDSETH SMITH NOLTING ASC INC							
WIDSETH SMITH NOLTING ...	234245	10/21/2024	505-4680-65900	Work in Process-Constructi...	PROF SRVCS - 2024 FED FU...		22,050.00
WIDSETH SMITH NOLTING ...	234246	10/21/2024	505-4680-65900	Work in Process-Constructi...	PROF SRVCS - 2024 LOCAL ...		32,871.25
Vendor WIDSETH SMITH NOLTING ASC INC Total:							54,921.25
Grand Total:							441,247.50

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	263,376.21
505 - 2024 ST AND UTILITY PROJECT	55,040.05
520 - 2018 ARENA PROJECT	860.00
550 - 2025 CO2 TANK REPLACEMENT	23,275.50
610 - LIQUOR DISPENSARY	23,199.45
620 - WATER UTILITY FUND	15,759.54
650 - TOURIST PARK - OAK VIEW GROUP	41.39
670 - STORM WATER UTILITY FUND	1,247.12
680 - WASTEWATER UTILITY FUND	4,992.24
690 - ELECTRIC UTILITY FUND	48,526.50
740 - TRF HEALTH INSURANCE FUND	2,553.65
820 - GREENWOOD CEMETERY FUND	2,375.85
Grand Total:	441,247.50

Account Summary

Account Number	Account Name	Expense Amount
100-4110-62990	Misc. Operating Expense	50.00
100-4110-63210	Communication Expense	336.12
100-4110-63490	Advertising	271.25
100-4110-64400	Travel, Conference, Sch...	42.59
100-4140-62010	Office Supplies	987.75
100-4150-62010	Office Supplies	4,347.30
100-4150-63210	Communication Expense	174.18
100-4192-62020	Computer Supplies	6,131.80
100-4192-62420	Computer Equipment	6,465.00
100-4192-63020	Computer Maintenance...	3,135.00
100-4192-63210	Communication Expense	40.01
100-4194-62120	Gas-Oil-Lube	24.99
100-4194-62990	Misc. Operating Expense	112.71
100-4194-63210	Communication Expense	41.39
100-4210-62120	Gas-Oil-Lube	827.33
100-4210-62210	Equipment Maint & Repa..	2,415.00
100-4210-62420	Computer Equipment	2,765.41
100-4210-62880	Personal Protective Equi...	1,649.28
100-4210-62990	Misc. Operating Expense	143.14
100-4210-63210	Communication Expense	727.76
100-4210-63590	Printing & Publications	572.00
100-4220-62020	Computer Supplies	450.00
100-4220-62120	Gas-Oil-Lube	135.44
100-4220-62210	Equipment Maint & Repa..	38.48
100-4220-62420	Computer Equipment	233.75
100-4220-62880	Personal Protective Equi...	6,500.00

Account Summary

Account Number	Account Name	Expense Amount
100-4220-62990	Misc. Operating Expense	140.74
100-4220-64400	Travel, Conference, Sch...	249.35
100-4220-65200	Buildings and Structures	793.50
100-4240-63030	Contracts Expense	625.00
100-4240-63210	Communication Expense	41.39
100-4312-62120	Gas-Oil-Lube	1,355.00
100-4312-62210	Equipment Maint & Repa..	1,124.00
100-4312-62260	Signs-Brooms-Paint	3,291.15
100-4315-62120	Gas-Oil-Lube	1,455.53
100-4315-65400	Machinery & Equipment	152,564.00
100-4510-62120	Gas-Oil-Lube	267.20
100-4510-62210	Equipment Maint & Repa..	205.16
100-4510-62400	Small Tools and Minor E...	803.46
100-4510-63210	Communication Expense	82.78
100-4550-62990	Misc. Operating Expense	230.85
100-4560-62990	Misc. Operating Expense	40.23
100-4560-65200	Buildings and Structures	35,197.18
100-4650-63030	Contracts Expense	302.50
100-4650-63210	Communication Expense	41.39
100-4650-63490	Advertising	400.00
100-4660-63030	Contracts Expense	8,251.13
100-4660-63210	Communication Expense	41.39
100-4660-63580	Marketing	12,500.00
100-4660-64400	Travel, Conference, Sch...	45.56
100-4670-62010	Office Supplies	328.91
100-4670-63610	Insurance Expense	3,356.26
100-4670-64400	Travel, Conference, Sch...	29.96
100-4671-62200	System Expense	994.91
505-4680-65900	Work in Process-Constru...	54,921.25
505-4680-65940	Work in Progress - Legal...	118.80
520-4680-65900	Work in Process-Constru...	860.00
550-4680-65920	Work in Process - Eng/Ar...	23,275.50
610-4810-62510	Liquor for Resale	16,950.31
610-4810-62520	Beer for Resale	504.00
610-4810-62530	Wine for Resale	5,432.00
610-4810-62540	Soft Drinks/Mix for Resa...	37.80
610-4830-63210	Communication Expense	41.39
610-4840-62990	Misc. Operating Expense	49.70
610-4850-62230	Building Maint & Repair	40.73
610-4890-63030	Contracts Expense	143.52
620-4830-63210	Communication Expense	122.79
620-4840-62120	Gas-Oil-Lube	940.17

Account Summary

Account Number	Account Name	Expense Amount
620-4840-62160	Chemicals	6,647.48
620-4840-62170	Field Supplies	721.44
620-4840-62420	Computer Equipment	405.36
620-4840-62430	Water Meters	2,935.24
620-4840-62990	Misc. Operating Expense	116.99
620-4850-62200	System Expense	45.24
620-4850-62290	Water Meter Maintenanc...	399.88
620-4890-63020	Computer Maintenance...	2,357.40
620-4890-63110	Consulting Fees	577.50
620-4890-63590	Printing & Publications	490.05
650-4830-63210	Communication Expense	41.39
670-4840-62120	Gas-Oil-Lube	326.85
670-4850-62210	Equipment Maint & Repa..	920.27
680-4830-63210	Communication Expense	41.39
680-4840-62120	Gas-Oil-Lube	368.45
680-4840-62170	Field Supplies	125.00
680-4850-62200	System Expense	2,100.00
680-4890-63020	Computer Maintenance...	2,357.40
690-4830-63210	Communication Expense	208.85
690-4840-62120	Gas-Oil-Lube	652.86
690-4840-62880	Personal Protective Equi...	1,506.03
690-4840-62990	Misc. Operating Expense	136.94
690-4850-62350	Power Plant/Dam Maint	186.09
690-4890-63030	Contracts Expense	1,224.00
690-4890-63590	Printing & Publications	213.00
690-4890-64370	Taxes and Licenses	1,789.09
690-4890-68880	Conservation Program	42,609.64
740-20300	Flex Payroll Deductions	2,553.65
820-4830-63210	Communication Expense	41.39
820-4840-62120	Gas-Oil-Lube	148.03
820-4850-62210	Equipment Maint & Repa..	1,386.43
820-4890-63030	Contracts Expense	800.00
Grand Total:		441,247.50

Project Account Summary

Project Account Key	Expense Amount
None	441,247.50
Grand Total:	441,247.50

CITY OF THIEF RIVER FALLS

EXPENSE ACCOUNT CODES

1/14/2022

COUNCIL PER DIEM TO BE PAID ON 01/23/2025 PAYROLL**Presented 01/07/2025 Council Meeting****Steve Narverud - November/December 2024**

11/06/24	Public Works	Council Chambers	\$32.50
11/07/24	Public Safety	Council Chambers	\$32.50
11/12/24	Planning and Zoning	Council Chambers	\$32.50
11/18/24	Labor Comm.	Council Chambers	\$32.50
11/20/24	Advance TR	School Board Rm	\$32.50
12/06/24	Public Works	Council Chambers	\$32.50
12/09/24	Public Safety	Council Chambers	\$32.50
12/10/24	Planning and Zoning	Council Chambers	\$32.50
12/11/24	Public Works	Council Chambers	\$32.50
12/18/24	Advance TR	School Board Rm	\$32.50

\$325.00

\$325.00

Brian Holmer - July 2024

7/8/2024	Utilities Committee	City Hall	\$32.50
7/9/2024	Administrative Services	City Hall	\$32.50
7/11/2024	CDAB	City Hall	\$32.50
7/17/2024	Airport Board Meeting	County Board Room	\$32.50
7/18/2024	RRBC	Zoom	\$32.50
7/24/2024	CGMC Conference	St Joseph	\$100.00
7/25/2024	CGMC Conference	St Joseph	\$100.00
7/26/2024	CGMC Conference	St Joseph	\$75.00
7/29/2024	Budget Meeting	City Hall	\$32.50

\$470.00**Brian Holmer - August 2024**

8/8/2024	Budget Head Meeting	City Hall	\$32.50
8/12/2024	Utilities Committee	City Hall	\$32.50
8/13/2024	Administrative Services	City Hall	\$32.50
8/15/2024	RRBC	Zoom	\$32.50
8/21/2024	Airport Board Meeting	County Board Room	\$32.50
8/22/2024	Budget Review	City Hall	\$32.50
8/26/2024	Power Plant Interview	City Hall	\$32.50
8/28/2024	Cannabis Meeting	City Hall	\$32.50

\$260.00**Brian Holmer - September 2024**

9/9/2024	Utilities Committee	City Hall	\$32.50
9/10/2024	Administrative Services	City Hall	\$32.50
9/17/2024	Committee of the Whole	City Hall	\$32.50
9/18/2024	Airport Board Meeting	County Board Room	\$32.50
9/19/2024	RRBC	Zoom	\$32.50
9/26/2024	CGMC Board Meeting	Zoom	\$32.50

\$195.00**Brian Holmer - October 2024**

10/2/2024	Joint School Meeting	Lincoln	\$32.50
10/4/2024	MN Mayors Assn Meeting	Zoom	\$32.50

10/7/2024	Utilities Meeting	City Hall	\$32.50
10/8/2024	Administrative Services	City Hall	\$32.50
10/9/2024	Cannabis Meeting	City Hall	\$32.50
10/16/2024	Airport Board Meeting	County Board Room	\$32.50
10/17/2024	RRBC Executive Meeting	Zoom	\$32.50
10/24/2024	CGMC Board Meeting	Zoom	\$32.50

\$260.00

Brian Holmer - November 2024

11/7/2024	Utilities Committee	City Hall	\$32.50
11/7/2024	RRBC	Zoom	\$32.50
11/12/2024	Administrative Services	City Hall	\$32.50
11/14/2024	Budget Meeting	City Hall	\$32.50
11/20/2024	Airport Board Meeting	County Board Room	\$32.50
11/21/2024	RRBC Executive Board	Zoom	
11/21/2024	Cannabis Meeting	City Hall	

\$227.50

Brian Holmer - December 2024

12/4/2024	Waste Water Phosphorus Offset Meeting	Detroit Lakes	\$32.50
12/9/2024	Utilities Committee	City Hall	\$32.50
12/10/2024	Administrative Services	City Hall	\$32.50
12/18/2024	Airport Board Meeting	County Board Room	\$32.50
12/19/2024	RRBC Executive Board	Zoom	\$32.50

\$162.50

\$1,575.00

Michelle McGraw - Oct-Dec 2024

10/2/2024	School Meeting	Lincoln	\$32.50
10/7/2024	Public Utilities	Council Chambers	\$32.50
10/9/2024	Public Works	Council Chambers	\$32.50
11/17/2024	Public Utilities	Council Chambers	\$32.50
11/6/2024	Public Works	Council Chambers	\$32.50
11/14/2024	Budget and Finance	Council Chambers	\$32.50
12/9/2024	Public Utilities	Council Chambers	\$32.50
12/11/2024	Public Works	Council Chambers	\$32.50

\$260.00

\$260.00

J Scott Pream - November/December 2024

11/5/2024	CVB Website Meeting	Carnegie	\$32.50
11/6/2024	Public Works	City Hall	\$32.50
11/7/2024	Utilities Committee	City Hall	\$32.50
11/11/2024	Bike Walk TRF	City Hall	\$32.50
11/11/2024	CVB	Carnegie	\$32.50
11/11/2024	NWRL	HQ	\$32.50
11/20/2024	MEC	City Hall	\$32.50
1/21/2024	TRF Library	Library	\$32.50
12/8/2024	Utilities Committee	City Hall	\$32.50
12/9/2024	Bike Walk TRF	City Hall	\$32.50
12/9/2024	CVB	Carnegie	\$32.50

12/9/2024	CVB Website Meeting	Carnegie	\$32.50
12/10/2024	Public Works	City Hall	\$32.50
			<u>\$422.50</u>

\$422.50

Mike Lorenson - August/December 2024

8/8/2024	Budget and Finance	City Hall	\$32.50
8/12/2024	Utilities Committee	City Hall	\$32.50
8/14/2024	Public Works	City Hall	\$32.50
8/15/2024	TVF Airport Meeting	Airport	\$32.50
8/20/2024	Labor Committee	City Hall	\$32.50
8/20/2024	Building Committee	City Hall	\$32.50
8/21/2024	TVF Authority Board	County Building	\$32.50
8/22/2024	Budget and Finance	City Hall	\$32.50
9/6/2024	Building Committee	REA	\$32.50
9/9/2024	Utilities Committee	City Hall	\$32.50
9/10/2024	Admin Committee	City Hall	\$32.50
9/16/2024	TVF Airport Meeting	Airport	\$32.50
9/18/2024	TVF Authority Board	County Building	\$32.50
10/2/2024	Labor Committee	City Hall	\$32.50
10/2/2024	Joint City/County/School	School	\$32.50
10/7/2024	Utilities Committee	City Hall	\$32.50
10/8/2024	Admin Committee	City Hall	\$32.50
10/16/2024	TVF Authority Board	Met remote	\$32.50
11/7/2024	Utilities Committee	City Hall	\$32.50
11/14/2024	Budget and Finance	City Hall	\$32.50
11/17/2024	Labor Committee	City Hall	\$32.50
11/20/2024	TVF Authority Board	County Building	\$32.50
12/9/2024	Utilities Committee	City Hall	\$32.50
12/10/2024	Admin Committee	City Hall	\$32.50
12/18/2024	TVF Authority Board	Met remote	\$32.50

\$812.50

\$812.50

Jason Aarestad - 2024

1/8/2024	Public Safety	City Hall	\$32.50
1/9/2024	Admin	Room 201	\$32.50
1/10/2024	Labor Mediation	City Hall	\$32.50
2/6/2024	Labor Committee	City Hall	\$32.50
2/12/2024	Public Safety	City Hall	\$32.50
2/13/2024	Admin	Room 201	\$32.50
2/27/2024	Off Sale Interviews	City Hall	\$32.50
3/11/2024	Public Safety	City Hall	\$32.50
3/12/2024	Admin	Room 201	\$32.50
3/13/2024	Building	Room 201	\$32.50
4/8/2024	Public Safety	City Hall	\$32.50
4/9/2024	Admin	Room 201	\$32.50

4/23/2024	Building	City Hall	\$32.50
5/13/2024	Public Safety	City Hall	\$32.50
5/14/2024	Admin	Room 201	\$32.50
6/10/2024	Public Safety	City Hall	\$32.50
6/11/2024	Admin	Room 201	\$32.50
6/24/2024	Special Council Meeting	City Hall	\$32.50
6/24/2024	Cannibus Discusiion	City Hall	\$32.50
6/26/2024	Meet & Greet	Police Station	\$32.50
6/26/2024	Meet & Greet	Fire Station	\$32.50
7/2/2024	Labor Committee	City Hall	\$32.50
7/8/2024	Public Safety	City Hall	\$32.50
7/9/2024	Admin	Room 201	\$32.50
7/30/2024	LELS Mediation	City Hall	\$32.50
8/12/2024	Public Safety	City Hall	\$32.50
8/13/2024	Admin	Room 201	\$32.50
8/20/2024	Building	City Hall	\$32.50
9/6/2024	Building	Arena	\$32.50
9/9/2024	Public Safety	City Hall	\$32.50
9/10/2024	Admin	Room 201	\$32.50
10/2/2024	Joint School/County	High School	\$32.50
10/7/2024	Public Safety	City Hall	\$32.50
10/8/2024	Admin	Room 201	\$32.50
11/7/2024	Public Safety	City Hall	\$32.50
11/12/2024	Admin	Room 201	\$32.50
12/9/2024	Public Safety	City Hall	\$32.50
12/10/2024	Admin	Room 201	\$32.50

\$1,235.00

\$1,235.00



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01237 - 12/24/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BERNICK'S							
BERNICK'S	20076567	11/08/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		401.65
BERNICK'S	20077927	11/22/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		149.65
Vendor BERNICK'S Total:							551.30
Vendor: BEVERAGE WHOLESALERS INC							
BEVERAGE WHOLESALERS I...	359881	12/12/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		370.60
Vendor BEVERAGE WHOLESALERS INC Total:							370.60
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	119162592	12/17/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		13,652.56
Vendor BREAKTHRU BEVERAGE Total:							13,652.56
Vendor: DWIGHT TANGQUIST							
DWIGHT TANGQUIST	12 13 24	12/13/2024	610-4840-62140	Off Sale Supplies	BAGS		1,566.05
Vendor DWIGHT TANGQUIST Total:							1,566.05
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU...	2686473	12/12/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		14,920.00
Vendor JOHNSON BROTHERS LIQUOR Total:							14,920.00
Vendor: MC KINNON COMPANY INC							
MC KINNON COMPANY INC	816558	12/03/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-90.67
MC KINNON COMPANY INC	816559	12/03/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		7,551.50
MC KINNON COMPANY INC	816567	12/03/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		197.00
MC KINNON COMPANY INC	816627	12/03/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		321.90
MC KINNON COMPANY INC	817452	12/06/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		4,798.40
MC KINNON COMPANY INC	817518	12/06/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		700.00
MC KINNON COMPANY INC	817756	12/10/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		456.00
MC KINNON COMPANY INC	817756	12/10/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		9,272.75
MC KINNON COMPANY INC	818850	12/13/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		3,348.05
MC KINNON COMPANY INC	819086	12/17/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		2,436.00
MC KINNON COMPANY INC	819086	12/17/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		8,920.65
MC KINNON COMPANY INC	819086	12/17/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		122.50
MC KINNON COMPANY INC	819086	12/17/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		54.70
MC KINNON COMPANY INC	819092	12/17/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		303.00
MC KINNON COMPANY INC	819093	12/17/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-92.84
MC KINNON COMPANY INC	819887	12/18/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-20.00
MC KINNON COMPANY INC	875000382	12/10/2024	610-4810-62520	Beer for Resale	BEER CREDIT		-82.40
Vendor MC KINNON COMPANY INC Total:							38,196.54

Council Approval Register

Packet: APPKT01237 - 12/24/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE INC	153771	12/02/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		126.90
NORTHWEST BEVERAGE INC	153771	12/02/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		7,823.05
NORTHWEST BEVERAGE INC	153771	12/02/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		190.00
NORTHWEST BEVERAGE INC	153882	12/06/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		578.25
NORTHWEST BEVERAGE INC	153882	12/06/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		14,862.70
NORTHWEST BEVERAGE INC	153882	12/06/2024	610-4810-62590	Misc. Mdse for Resale	PURCHASE - STEINS		90.00
NORTHWEST BEVERAGE INC	153887	12/09/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		115.65
NORTHWEST BEVERAGE INC	153887	12/09/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		3,724.00
NORTHWEST BEVERAGE INC	153999	12/13/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		115.65
NORTHWEST BEVERAGE INC	153999	12/13/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		13,459.90
NORTHWEST BEVERAGE INC	154002	12/16/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		431.30
NORTHWEST BEVERAGE INC	154002	12/16/2024	610-4810-62520	Beer for Resale	PURCHASE - LIQUOR		9,894.40
NORTHWEST BEVERAGE INC	154002	12/16/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - LIQUOR		228.00
Vendor NORTHWEST BEVERAGE INC Total:							51,639.80
Vendor: PEPSI BEVERAGES COMPANY							
PEPSI BEVERAGES COMPANY	69755556	12/12/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		160.62
Vendor PEPSI BEVERAGES COMPANY Total:							160.62
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	121724	12/17/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		2,000.76
SOUTHERN GLAZERS OF MN	121724	12/17/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		273.42
Vendor SOUTHERN GLAZERS OF MN Total:							2,274.18
Vendor: VINOCOPIA INC							
VINOCOPIA INC	0364664-IN	12/17/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,341.75
VINOCOPIA INC	0364664-IN	12/17/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		312.00
VINOCOPIA INC	0364664-IN	12/17/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		84.00
Vendor VINOCOPIA INC Total:							1,737.75
Grand Total:							125,069.40

Fund Summary

Fund	Expense Amount
610 - LIQUOR DISPENSARY	125,069.40
Grand Total:	125,069.40

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	36,457.82
610-4810-62520	Beer for Resale	84,978.99
610-4810-62530	Wine for Resale	707.92
610-4810-62540	Soft Drinks/Mix for Resa...	1,268.62
610-4810-62590	Misc. Mdse for Resale	90.00
610-4840-62140	Off Sale Supplies	1,566.05
Grand Total:		125,069.40

Project Account Summary

Project Account Key	Expense Amount
None	125,069.40
Grand Total:	125,069.40



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01238 - 12/27/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MN DPT OF REVENUE - SALES/USE TAX							
MN DPT OF REVENUE - SAL...	NOV 2024 - LQR	12/23/2024	610-20220	Sales Tax Payable	SALES TAX - NOV 2024		41,012.00
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-20220	Sales Tax Payable	SALES TAX - NOV 2024		11,651.72
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-4192-63020	Computer Maintenance & li...	SALES TAX - NOV 2024		-8.94
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-4194-62990	Misc. Operating Expense	SALES TAX - NOV 2024		10.16
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-4210-62120	Gas-Oil-Lube	SALES TAX - NOV 2024		-2.22
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-4210-62210	Equipment Maint & Repair	SALES TAX - NOV 2024		-0.56
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-4312-62990	Misc. Operating Expense	SALES TAX - NOV 2024		1.30
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-4315-62210	Equipment Maint & Repair	SALES TAX - NOV 2024		26.21
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-4315-62400	Small Tools and Minor Equip	SALES TAX - NOV 2024		1.48
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-4315-62400	Small Tools and Minor Equip	SALES TAX - NOV 2024		14.36
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-4315-62990	Misc. Operating Expense	SALES TAX - NOV 2024		8.36
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-4315-62990	Misc. Operating Expense	SALES TAX - NOV 2024		11.25
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-4315-62990	Misc. Operating Expense	SALES TAX - NOV 2024		22.31
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	100-4510-62230	Building Maint & Repair	SALES TAX - NOV 2024		-23.86
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	210-4670-64400	Travel, Conference, School	SALES TAX - NOV 2024		-2.13
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	610-4840-62010	Office Supplies	SALES TAX - NOV 2024		26.22
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	610-4840-62990	Misc. Operating Expense	SALES TAX - NOV 2024		-684.91
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	610-4840-62990	Misc. Operating Expense	SALES TAX - NOV 2024		4.78
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	610-4840-62990	Misc. Operating Expense	SALES TAX - NOV 2024		37.75
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	610-4850-62230	Building Maint & Repair	SALES TAX - NOV 2024		57.65
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	610-4850-62230	Building Maint & Repair	SALES TAX - NOV 2024		11.26
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	620-20220	Sales Tax Payable	SALES TAX - NOV 2024		2,836.59
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	620-4840-62990	Misc. Operating Expense	SALES TAX - NOV 2024		-1.37
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	620-4850-62230	Building Maint & Repair	SALES TAX - NOV 2024		-128.79
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	630-4850-62230	Building Maint & Repair	SALES TAX - NOV 2024		-46.58
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-20220	Sales Tax Payable	SALES TAX - NOV 2024		59,394.70
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4840-62010	Office Supplies	SALES TAX - NOV 2024		5.58
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4840-62400	Small Tools and Minor Equip	SALES TAX - NOV 2024		15.06
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4840-62880	Personal Protective Equipm...	SALES TAX - NOV 2024		23.26
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4840-62990	Misc. Operating Expense	SALES TAX - NOV 2024		2.87
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4840-62990	Misc. Operating Expense	SALES TAX - NOV 2024		30.21
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4850-62210	Equipment Maint & Repair	SALES TAX - NOV 2024		1,405.02
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4850-62210	Equipment Maint & Repair	SALES TAX - NOV 2024		26.85
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4850-62350	Power Plant/Dam Maint	SALES TAX - NOV 2024		7.56
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4850-62350	Power Plant/Dam Maint	SALES TAX - NOV 2024		5.76
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4850-62360	Distribution Maint	SALES TAX - NOV 2024		33.38
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4850-62360	Distribution Maint	SALES TAX - NOV 2024		-3.85

Council Approval Register

Packet: APPKT01238 - 12/27/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4890-63030	Contracts Expense	SALES TAX - NOV 2024		3.78
MN DPT OF REVENUE - SAL...	NOV 2024	12/23/2024	690-4890-63030	Contracts Expense	SALES TAX - NOV 2024		3.78
Vendor MN DPT OF REVENUE - SALES/USE TAX Total:							115,788.00
Vendor: QUALITY SPRAY FOAM LLC							
QUALITY SPRAY FOAM LLC	1768	12/27/2024	100-4671-62200	System Expense	NEW BATHROOMS AT LIBR...		19,500.00
Vendor QUALITY SPRAY FOAM LLC Total:							19,500.00
Grand Total:							135,288.00

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	31,211.57
210 - COMM DEVELOPMENT REV LOAN FUND	-2.13
610 - LIQUOR DISPENSARY	40,464.75
620 - WATER UTILITY FUND	2,706.43
630 - ARENAS - OAK VIEW GROUP	-46.58
690 - ELECTRIC UTILITY FUND	60,953.96
Grand Total:	135,288.00

Account Summary

Account Number	Account Name	Expense Amount
100-20220	Sales Tax Payable	11,651.72
100-4192-63020	Computer Maintenance...	-8.94
100-4194-62990	Misc. Operating Expense	10.16
100-4210-62120	Gas-Oil-Lube	-2.22
100-4210-62210	Equipment Maint & Repa..	-0.56
100-4312-62990	Misc. Operating Expense	1.30
100-4315-62210	Equipment Maint & Repa..	26.21
100-4315-62400	Small Tools and Minor E...	15.84
100-4315-62990	Misc. Operating Expense	41.92
100-4510-62230	Building Maint & Repair	-23.86
100-4671-62200	System Expense	19,500.00
210-4670-64400	Travel, Conference, Sch...	-2.13
610-20220	Sales Tax Payable	41,012.00
610-4840-62010	Office Supplies	26.22
610-4840-62990	Misc. Operating Expense	-642.38
610-4850-62230	Building Maint & Repair	68.91
620-20220	Sales Tax Payable	2,836.59
620-4840-62990	Misc. Operating Expense	-1.37
620-4850-62230	Building Maint & Repair	-128.79
630-4850-62230	Building Maint & Repair	-46.58
690-20220	Sales Tax Payable	59,394.70
690-4840-62010	Office Supplies	5.58
690-4840-62400	Small Tools and Minor E...	15.06
690-4840-62880	Personal Protective Equi...	23.26
690-4840-62990	Misc. Operating Expense	33.08
690-4850-62210	Equipment Maint & Repa..	1,431.87
690-4850-62350	Power Plant/Dam Maint	13.32
690-4850-62360	Distribution Maint	29.53
690-4890-63030	Contracts Expense	7.56
Grand Total:		135,288.00

Project Account Summary

Project Account Key	Expense Amount
None	135,288.00
Grand Total:	135,288.00



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01239 - 12/30/24 U S POSTMASTER - UTILITY BILLS

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: U S POSTMASTER							
U S POSTMASTER	JAN 2025	12/30/2024	100-4315-62010	Office Supplies	POSTAGE - JAN 2025 UTILITY..		293.95
U S POSTMASTER	JAN 2025	12/30/2024	620-4840-62010	Office Supplies	POSTAGE - JAN 2025 UTILITY..		685.87
U S POSTMASTER	JAN 2025	12/30/2024	680-4840-62010	Office Supplies	POSTAGE - JAN 2025 UTILITY..		195.97
U S POSTMASTER	JAN 2025	12/30/2024	690-4840-62010	Office Supplies	POSTAGE - JAN 2025 UTILITY..		783.86
Vendor U S POSTMASTER Total:							1,959.65
Grand Total:							1,959.65

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	293.95
620 - WATER UTILITY FUND	685.87
680 - WASTEWATER UTILITY FUND	195.97
690 - ELECTRIC UTILITY FUND	783.86
Grand Total:	1,959.65

Account Summary

Account Number	Account Name	Expense Amount
100-4315-62010	Office Supplies	293.95
620-4840-62010	Office Supplies	685.87
680-4840-62010	Office Supplies	195.97
690-4840-62010	Office Supplies	783.86
Grand Total:		1,959.65

Project Account Summary

Project Account Key	Expense Amount
None	1,959.65
Grand Total:	1,959.65



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01243 - 12/31/24 REPLENISH PETTY CASH

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: CITY OF T R F - ADMIN PETTY CASH							
CITY OF T R F - ADMIN PETTY..	12 31 24 PTY CSH	12/31/2024	100-4140-62010	Office Supplies	REPLENISH PETTY CASH - RE...		38.44
CITY OF T R F - ADMIN PETTY..	12 31 24 PTY CSH	12/31/2024	100-4510-64370	Taxes and Licenses	REPLENISH PETTY CASH - D...		14.50
CITY OF T R F - ADMIN PETTY..	12 31 24 PTY CSH	12/31/2024	100-4660-62010	Office Supplies	REPLENISH PETTY CASH - CE...		20.60
CITY OF T R F - ADMIN PETTY..	12 31 24 PTY CSH	12/31/2024	210-4670-64400	Travel, Conference, School	REPLENISH PETTY CASH - C...		3.75
CITY OF T R F - ADMIN PETTY..	12 31 24 PTY CSH	12/31/2024	620-4840-62010	Office Supplies	REPLENISH PETTY CASH - P...		2.31
CITY OF T R F - ADMIN PETTY..	12 31 24 PTY CSH	12/31/2024	690-4840-62010	Office Supplies	REPLENISH PETTY CASH - P...		32.00
Vendor CITY OF T R F - ADMIN PETTY CASH Total:							111.60
Grand Total:							111.60

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	73.54
210 - COMM DEVELOPMENT REV LOAN FUND	3.75
620 - WATER UTILITY FUND	2.31
690 - ELECTRIC UTILITY FUND	32.00
Grand Total:	111.60

Account Summary

Account Number	Account Name	Expense Amount
100-4140-62010	Office Supplies	38.44
100-4510-64370	Taxes and Licenses	14.50
100-4660-62010	Office Supplies	20.60
210-4670-64400	Travel, Conference, Sch...	3.75
620-4840-62010	Office Supplies	2.31
690-4840-62010	Office Supplies	32.00
Grand Total:		111.60

Project Account Summary

Project Account Key	Expense Amount
None	111.60
Grand Total:	111.60



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01245 - 01/07/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACE RENT-ALL							
ACE RENT-ALL	12 14 24 HOL TRAIN	12/14/2024	100-4110-63490	Advertising	HOLIDAY TRAIN RENTAL EX...		300.00
Vendor ACE RENT-ALL Total:							300.00
Vendor: CINCINNATI INSURANCE CO							
CINCINNATI INSURANCE CO	01 01 2025	01/02/2025	100-4670-63610	Insurance Expense	2025 BOND RENEWAL - DOT...		250.00
Vendor CINCINNATI INSURANCE CO Total:							250.00
Vendor: COALITION OF GREATER MN CITIES							
COALITION OF GREATER MN...	10522	01/02/2025	100-4110-64330	Dues and Subscriptions	2025 CGMC GENERAL ASSE...		16,098.00
Vendor COALITION OF GREATER MN CITIES Total:							16,098.00
Vendor: INNOVATIVE OFFICE SOLUTIONS LL							
INNOVATIVE OFFICE SOLUT...	CIN126577	12/31/2024	100-4671-62200	System Expense	I T & UTILITY BILLING FURNI...		22,858.61
Vendor INNOVATIVE OFFICE SOLUTIONS LL Total:							22,858.61
Vendor: JOHNSON CONTROLS							
JOHNSON CONTROLS	1-134943169321	01/02/2025	620-4890-63030	Contracts Expense	HVAC MAINTENANCE CONT...		6,731.00
Vendor JOHNSON CONTROLS Total:							6,731.00
Vendor: M M U A							
M M U A	65241	01/02/2025	690-4890-64330	Dues and Subscriptions	2025 MEMBERSHIP DUES		30,976.00
Vendor M M U A Total:							30,976.00
Vendor: MARK BORSETH							
MARK BORSETH	2024-12	12/31/2024	100-4660-63030	Contracts Expense	PLANNING & ZONING SERVI...		150.00
Vendor MARK BORSETH Total:							150.00
Vendor: NORTHLAND TRUST SERVICES INC							
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	310-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 18B		150,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	310-4710-66110	Bond Interest	BOND INTEREST - THIEF 18B		17,275.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	310-4750-66200	Fiscal Agent s Fees	PAYING AGENT FEES - THIEF...		205.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	315-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 22A		150,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	315-4710-66110	Bond Interest	BOND INTEREST - THIEF 22A		35,936.25
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	320-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 18B		130,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	320-4710-66110	Bond Interest	BOND INTEREST - THIEF 18B		8,250.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	320-4750-66200	Fiscal Agent s Fees	PAYING AGENT FEES - THIEF...		200.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	325-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 23A		75,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	325-4710-66110	Bond Interest	BOND INTEREST - THIEF 23A		37,650.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	330-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 19A		140,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	330-4710-66110	Bond Interest	BOND INTEREST - THIEF 19A		12,247.50
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	380-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 20B		25,000.00

Council Approval Register

Packet: APPKT01245 - 01/07/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	380-4710-66110	Bond Interest	BOND INTEREST - THIEF 20B		1,250.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	400-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 12A		80,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	400-4710-66110	Bond Interest	BOND INTEREST - THIEF 12A		840.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	400-4750-66200	Fiscal Agent s Fees	PAYING AGENT FEES - THIEF...		148.50
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	410-4710-66010	Bond Principal	BOND PRINCIPAL - 2013A / ...		40,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	410-4710-66110	Bond Interest	BOND INTEREST - THIEF 201...		1,800.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	420-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 19A		30,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	420-4710-66110	Bond Interest	BOND INTEREST - THIEF 19A		1,632.50
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	430-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 20B		35,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	430-4710-66110	Bond Interest	BOND INTEREST - THIEF 20B		2,537.50
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	450-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 14B		60,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	450-4710-66110	Bond Interest	BOND INTEREST - THIEF 14B		2,775.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	450-4750-66200	Fiscal Agent s Fees	PAYING AGENT FEES - THIEF...		396.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	460-4710-66010	Bond Principal	BOND PRINCIPAL - 2013A / ...		95,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	460-4710-66110	Bond Interest	BOND INTEREST - THIEF 201...		4,450.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	470-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 15A		70,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	470-4710-66110	Bond Interest	BOND INTEREST - THIEF 15A		3,317.50
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	480-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 16A		85,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	480-4710-66110	Bond Interest	BOND INTEREST - THIEF 16A		5,687.50
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	490-4710-66010	Bond Principal	BOND PRINCIPAL - THIEF 17B		110,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	490-4710-66110	Bond Interest	BOND INTEREST - THIEF 17B		11,193.75
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 16A		28,350.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 17B		15,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 20B		5,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 19A		39,150.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 18B		33,800.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 17A		220,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 12A		35,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 15A		40,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2013A / ...		85,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2009A / ...		35,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - 2011A / ...		15,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 22A		30,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 20A		25,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 23A		85,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 18B		6,290.38
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 23A		32,950.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 22A		9,863.75
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 17B		1,406.25
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 17A		81,105.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 12A		1,522.50
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 15A		4,010.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 16A		3,110.63
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 20B		662.50

Council Approval Register

Packet: APPKT01245 - 01/07/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 19A		5,175.41
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 200...		1,950.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 201...		3,950.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - 2011A / T...		450.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 20A		2,055.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66200	Fiscal Agent s Fees	PAYING AGENT FEES - THIEF...		346.50
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	620-4710-66200	Fiscal Agent s Fees	PAYING AGENT FEES - THIEF...		45.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	670-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 20A		110,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	670-4710-66110	Bond Interest	BOND INTEREST - THIEF 20A		14,335.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	680-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 18B		31,200.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	680-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 16A		16,650.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	680-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 14B		10,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	680-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 20A		145,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	680-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 19A		5,850.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	680-4710-66110	Bond Interest	BOND INTEREST - THIEF 16A		1,826.87
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	680-4710-66110	Bond Interest	BOND INTEREST - THIEF 20A		18,962.50
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	680-4710-66110	Bond Interest	BOND INTEREST - THIEF 19A		773.34
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	680-4710-66110	Bond Interest	BOND INTEREST - THIEF 18B		5,806.50
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	680-4710-66110	Bond Interest	BOND INTEREST - THIEF 14B		525.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	680-4710-66200	Fiscal Agent s Fees	PAYING AGENT FEES - THIEF...		45.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	680-4710-66200	Fiscal Agent s Fees	PAYING AGENT FEES - THIEF...		99.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	690-22530	Revenue Bonds - Current	BOND PRINCIPAL - THIEF 18A		165,000.00
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	690-4710-66110	Bond Interest	BOND INTEREST - THIEF 18A		54,012.50
NORTHLAND TRUST SERVIC...	THIEF 12 13 24	01/02/2025	690-4710-66200	Fiscal Agent s Fees	PAYING AGENT FEES - THIEF...		495.00
Vendor NORTHLAND TRUST SERVICES INC Total:							2,849,565.63

Vendor: SJOBERG'S CABLE TV

SJOBERG'S CABLE TV	JAN 2025	01/02/2025	100-4192-63020	Computer Maintenance & li...	MONTHLY SERVICE - JAN 20...		225.00
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	100-4192-63020	Computer Maintenance & li...	MONTHLY SERVICE - JAN 20...		81.90
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	100-4220-63020	Computer Maintenance & li...	MONTHLY SERVICE - JAN 20...		49.95
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	100-4312-63020	Computer Maintenance & li...	MONTHLY SERVICE - JAN 20...		56.95
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	100-4510-63210	Communication Expense	MONTHLY SERVICE - JAN 20...		104.50
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	100-4560-63210	Communication Expense	MONTHLY SERVICE - JAN 20...		40.39
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	610-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - JAN 20...		56.95
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	620-4830-63210	Communication Expense	MONTHLY SERVICE - JAN 20...		25.84
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	620-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - JAN 20...		49.95
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	680-4830-63210	Communication Expense	MONTHLY SERVICE - JAN 20...		85.50
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	680-4830-63210	Communication Expense	MONTHLY SERVICE - JAN 20...		475.00
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	690-4830-63210	Communication Expense	MONTHLY SERVICE - JAN 20...		34.90
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	690-4830-63210	Communication Expense	MONTHLY SERVICE - JAN 20...		142.50
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	690-4830-63210	Communication Expense	MONTHLY SERVICE - JAN 20...		142.50
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - JAN 20...		42.95
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - JAN 20...		225.00

Council Approval Register							Packet: APPKT01245 - 01/07/25 COUNCIL MEETING
Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SJOBERG'S CABLE TV	JAN 2025	01/02/2025	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - JAN 20...		49.95
Vendor SJOBERG'S CABLE TV Total:							1,889.73
Vendor: STEVEN O KVASAGER							
STEVEN O KVASAGER	002642	01/02/2025	690-4850-62350	Power Plant/Dam Maint	ALARM MONITORING FEE - ...		19.50
STEVEN O KVASAGER	002642	01/02/2025	690-4890-63030	Contracts Expense	ALARM MONITORING FEE - ...		19.50
Vendor STEVEN O KVASAGER Total:							39.00
Vendor: T R F CONVENTION &							
T R F CONVENTION &	NOV 2024	01/02/2025	100-4670-63030	Contracts Expense	LODGING TAX - NOV 2024		10,377.26
Vendor T R F CONVENTION & Total:							10,377.26
Vendor: TENNANT SALES AND SERVICE COMPANY							
TENNANT SALES AND SERVI...	920949940	12/17/2024	690-4840-62990	Misc. Operating Expense	BELT / GASKET & BELT COV...		114.00
TENNANT SALES AND SERVI...	920954378	12/18/2024	690-4840-62990	Misc. Operating Expense	BLADES / FILTER - SCRUBBER		126.00
Vendor TENNANT SALES AND SERVICE COMPANY Total:							240.00
Vendor: THIEF RIVER AUTOMOTIVE LLC							
THIEF RIVER AUTOMOTIVE L...	INV# TR13353	12/20/2024	690-4850-62350	Power Plant/Dam Maint	MUD FLAPS		120.00
THIEF RIVER AUTOMOTIVE L...	SO# TR112699	11/26/2024	100-4210-62120	Gas-Oil-Lube	OIL CHANGE		67.58
THIEF RIVER AUTOMOTIVE L...	SO# TR112739	11/27/2024	100-4210-62120	Gas-Oil-Lube	OIL CHANGE		62.50
THIEF RIVER AUTOMOTIVE L...	SO# TR112739	11/27/2024	100-4210-62210	Equipment Maint & Repair	WINDOW REPAIRS / SWITCH		696.92
Vendor THIEF RIVER AUTOMOTIVE LLC Total:							947.00
Vendor: TYLER BUSINESS FORMS							
TYLER BUSINESS FORMS	INVOICE-100165	01/02/2025	100-4150-62990	Misc. Operating Expense	TAX FORMS		479.91
Vendor TYLER BUSINESS FORMS Total:							479.91
Vendor: VESTIS							
VESTIS	2630370068	12/24/2024	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - 12 24 24		86.75
Vendor VESTIS Total:							86.75
Grand Total:							2,940,988.89

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	51,899.47
310 - 2018 IMPROVEMENT BOND	167,480.00
315 - 2022 IMPROVEMENT BONDS	185,936.25
320 - 2018 IMPROVEMENT BOND ARENA	138,450.00
325 - 2023 IMPROVEMENT BONDS	112,650.00
330 - 2019 SPECIAL ASSESSMENT FUND	152,247.50
380 - 2020 IMPROVEMENT BOND SOFTWARE	26,250.00
400 - 2012 IMPROVEMENT BONDS	80,988.50
410 - 2013 IMPROVEMENT BONDS	41,800.00
420 - 2019 IMPROVEMENT BOND SOFTWARE	31,632.50
430 - 2020 IMPROVEMENT BONDS	37,537.50
450 - 2014 IMPROVEMENT BONDS	63,171.00
460 - 2013 IMP BOND-GREENWOOD UNDPAS	99,450.00
470 - 2015 IMPROVEMENT BONDS	73,317.50
480 - 2016 IMPROVEMENT BONDS	90,687.50
490 - 2017 IMPROVEMENT BONDS	121,193.75
610 - LIQUOR DISPENSARY	56.95
620 - WATER UTILITY FUND	853,086.46
670 - STORM WATER UTILITY FUND	124,335.00
680 - WASTEWATER UTILITY FUND	237,298.71
690 - ELECTRIC UTILITY FUND	251,520.30
Grand Total:	2,940,988.89

Account Summary

Account Number	Account Name	Expense Amount
100-4110-63490	Advertising	300.00
100-4110-64330	Dues and Subscriptions	16,098.00
100-4150-62990	Misc. Operating Expense	479.91
100-4192-63020	Computer Maintenance...	306.90
100-4210-62120	Gas-Oil-Lube	130.08
100-4210-62210	Equipment Maint & Repa..	696.92
100-4220-63020	Computer Maintenance...	49.95
100-4312-63020	Computer Maintenance...	56.95
100-4510-63210	Communication Expense	104.50
100-4560-63210	Communication Expense	40.39
100-4660-63030	Contracts Expense	150.00
100-4670-63030	Contracts Expense	10,377.26
100-4670-63610	Insurance Expense	250.00
100-4671-62200	System Expense	22,858.61
310-4710-66010	Bond Principal	150,000.00
310-4710-66110	Bond Interest	17,275.00
310-4750-66200	Fiscal Agent s Fees	205.00

Account Summary

Account Number	Account Name	Expense Amount
315-4710-66010	Bond Principal	150,000.00
315-4710-66110	Bond Interest	35,936.25
320-4710-66010	Bond Principal	130,000.00
320-4710-66110	Bond Interest	8,250.00
320-4750-66200	Fiscal Agent s Fees	200.00
325-4710-66010	Bond Principal	75,000.00
325-4710-66110	Bond Interest	37,650.00
330-4710-66010	Bond Principal	140,000.00
330-4710-66110	Bond Interest	12,247.50
380-4710-66010	Bond Principal	25,000.00
380-4710-66110	Bond Interest	1,250.00
400-4710-66010	Bond Principal	80,000.00
400-4710-66110	Bond Interest	840.00
400-4750-66200	Fiscal Agent s Fees	148.50
410-4710-66010	Bond Principal	40,000.00
410-4710-66110	Bond Interest	1,800.00
420-4710-66010	Bond Principal	30,000.00
420-4710-66110	Bond Interest	1,632.50
430-4710-66010	Bond Principal	35,000.00
430-4710-66110	Bond Interest	2,537.50
450-4710-66010	Bond Principal	60,000.00
450-4710-66110	Bond Interest	2,775.00
450-4750-66200	Fiscal Agent s Fees	396.00
460-4710-66010	Bond Principal	95,000.00
460-4710-66110	Bond Interest	4,450.00
470-4710-66010	Bond Principal	70,000.00
470-4710-66110	Bond Interest	3,317.50
480-4710-66010	Bond Principal	85,000.00
480-4710-66110	Bond Interest	5,687.50
490-4710-66010	Bond Principal	110,000.00
490-4710-66110	Bond Interest	11,193.75
610-4890-63020	Computer Maintenance...	56.95
620-22530	Revenue Bonds - Current	691,300.00
620-4710-66110	Bond Interest	154,501.42
620-4710-66200	Fiscal Agent s Fees	391.50
620-4830-63210	Communication Expense	25.84
620-4890-63020	Computer Maintenance...	49.95
620-4890-63030	Contracts Expense	6,817.75
670-22530	Revenue Bonds - Current	110,000.00
670-4710-66110	Bond Interest	14,335.00
680-22530	Revenue Bonds - Current	208,700.00
680-4710-66110	Bond Interest	27,894.21

Account Summary		
Account Number	Account Name	Expense Amount
680-4710-66200	Fiscal Agent s Fees	144.00
680-4830-63210	Communication Expense	560.50
690-22530	Revenue Bonds - Current	165,000.00
690-4710-66110	Bond Interest	54,012.50
690-4710-66200	Fiscal Agent s Fees	495.00
690-4830-63210	Communication Expense	319.90
690-4840-62990	Misc. Operating Expense	240.00
690-4850-62350	Power Plant/Dam Maint	139.50
690-4890-63020	Computer Maintenance...	317.90
690-4890-63030	Contracts Expense	19.50
690-4890-64330	Dues and Subscriptions	30,976.00
Grand Total:		2,940,988.89

Project Account Summary	
Project Account Key	Expense Amount
None	2,940,988.89
Grand Total:	2,940,988.89



City of Thief River Falls, MN

Refund Check Register

Refund Check Detail

UBPKT02889 - BAILEY MAJER REFUND CK

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
18-02284-001	MAJER, BAILEY J	12/13/2024	94219	837.32			837.32	Deposit
Total Refunds: 1		Total Refunded Amount:		837.32				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	837.32
Revenue Total:	837.32

General Ledger Distribution

Posting Date: 12/13/2024

	Account Number	Account Name	Posting Amount	IFT
Fund: 690 - ELECTRIC UTILITY FUND	690-10101	Cash & Investments	-837.32	Yes
	690-11530	Accts Receivable - Billing	837.32	
	690 Total:		0.00	
Fund: 999 - POOL CASH FUND	999-10101	Pooled Cash & Investments	-837.32	
	999-20700	Due To Other Funds	837.32	
	999 Total:		0.00	Yes
	Distribution Total:		0.00	



UBPKT02910 - Refunds 01 UBPKT02908 Disconnect

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-00179-004	RODRIGUEZ, CRYSTAL RENA	12/30/2024	94321	139.97			139.97	Generated From Billing
03-00370-005	JR, JORGE LUIS GARCIA	12/30/2024	94322	79.06			79.06	Generated From Billing
06-00869-005	MILAN, ANTONIO RUA	12/30/2024	94323	161.29			161.29	Generated From Billing
20-02710-003	MAINTENANCE, TEAM	12/30/2024	94324	206.68			206.68	Generated From Billing
20-02713-003	NAVEDO, EDWIN	12/30/2024	94325	195.51			195.51	Generated From Billing
23-03165-006	BICKLEMEYER, LAZARUS E	12/30/2024	94326	17.27			17.27	Generated From Billing
24-04745-014	BUTLER, LYAH	12/30/2024	94327	162.13			162.13	Generated From Billing
26-04621-005	COAKLEY, JONASON C	12/30/2024	94328	152.39			152.39	Generated From Billing
26-04848-005	FERBER, BRADY C	12/30/2024	94329	196.39			196.39	Generated From Billing
26-04925-002	SJAAHEIM, EMILY M	12/30/2024	94330	191.40			191.40	Generated From Billing
26-04935-007	MOE, AVERY J	12/30/2024	94331	193.45			193.45	Generated From Billing
26-05146-007	POWELL, OCTAVIA SKYLA-MARIE	12/30/2024	94332	193.58			193.58	Generated From Billing
31-05010-002	KADDOUR, MOHAMAD	12/30/2024	94333	168.70			168.70	Generated From Billing
31-05011-004	ZIMNY, NOLAN J	12/30/2024	94334	193.89			193.89	Generated From Billing
31-05105-003	PINO, GABRIEL E JIMENEZ	12/30/2024	94335	194.55			194.55	Generated From Billing
31-05223-001	JOHNSON, MITCHELL K	12/30/2024	94336	191.10			191.10	Generated From Billing
Total Refunds: 16				Total Refunded Amount:	2,637.36			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	2637.36
Revenue Total:	2637.36

General Ledger Distribution

Posting Date: 12/27/2024

Account Number	Account Name	Posting Amount	IFT
Fund: 690 - ELECTRIC UTILITY FUND			
690-10101	Cash & Investments	-2,637.36	Yes
690-11530	Accts Receivable - Billing	2,637.36	
690 Total:		0.00	
Fund: 999 - POOL CASH FUND			
999-10101	Pooled Cash & Investments	-2,637.36	

General Ledger Distribution

Posting Date: 12/27/2024

Account Number	Account Name	Posting Amount	IFT
999-20700	Due To Other Funds	2,637.36	Yes
999 Total:		0.00	
Distribution Total:		0.00	



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01228 - 12/19/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2024	12/18/2024	100-4192-62020	Computer Supplies	1ST HALF DECEMBER 2024 - ..		68.26
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2024	12/18/2024	100-4510-62230	Building Maint & Repair	1ST HALF DECEMBER 2024 -...		10.39
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2024	12/18/2024	610-4840-62140	Off Sale Supplies	1ST HALF DECEMBER 2024 -...		67.33
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2024	12/18/2024	610-4840-62400	Small Tools and Minor Equip	1ST HALF DECEMBER 2024 -...		90.37
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2024	12/18/2024	690-4840-62990	Misc. Operating Expense	1ST HALF DECEMBER 2024 -...		57.58
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2024	12/18/2024	690-4840-62990	Misc. Operating Expense	1ST HALF DECEMBER 2024 -...		22.88
AMAZON CAPITAL SERVICES ..	1ST HALF DEC 2024	12/18/2024	690-4850-62230	Building Maint & Repair	1ST HALF DECEMBER 2024 -...		406.99
Vendor AMAZON CAPITAL SERVICES INC Total:							723.80
Vendor: GARDEN VALLEY TECHNOLOGIES							
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	100-4150-63210	Communication Expense	PHONE CHARGES - DEC 2024..		407.95
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	100-4194-63210	Communication Expense	PHONE CHARGES - DEC 2024..		63.08
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	100-4220-63210	Communication Expense	PHONE CHARGES - DEC 2024..		104.08
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	100-4240-63210	Communication Expense	PHONE CHARGES - DEC 2024..		26.99
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	100-4312-63210	Communication Expense	PHONE CHARGES - DEC 2024..		41.99
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	100-4315-63210	Communication Expense	PHONE CHARGES - DEC 2024..		41.98
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	100-4510-63210	Communication Expense	PHONE CHARGES - DEC 2024..		48.99
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	100-4570-63210	Communication Expense	PHONE CHARGES - DEC 2024..		9.99
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	100-4650-63210	Communication Expense	PHONE CHARGES - DEC 2024..		110.97
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	100-4660-63210	Communication Expense	PHONE CHARGES - DEC 2024..		22.00
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	100-4670-64500	Senior Citizen Programs	PHONE CHARGES - DEC 2024..		82.16
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	100-4670-64500	Senior Citizen Programs	PHONE CHARGES - DEC 2024..		3.16
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	610-4830-63210	Communication Expense	PHONE CHARGES - DEC 2024..		155.24
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	620-4830-63210	Communication Expense	PHONE CHARGES - DEC 2024..		197.89
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	630-4830-63210	Communication Expense	PHONE CHARGES - DEC 2024..		329.94
GARDEN VALLEY TECHNOL...	101383318	12/10/2024	690-4830-63210	Communication Expense	PHONE CHARGES - DEC 2024..		341.90
Vendor GARDEN VALLEY TECHNOLOGIES Total:							1,988.31
Vendor: MARCO TECHNOLOGIES LLC							
MARCO TECHNOLOGIES LLC	544260649	12/01/2024	100-4150-63030	Contracts Expense	COPIER CONTRACT - DEC 20...		565.83
MARCO TECHNOLOGIES LLC	544260649	12/01/2024	100-4650-63030	Contracts Expense	COPIER CONTRACT - DEC 20...		409.26
MARCO TECHNOLOGIES LLC	544260649	12/01/2024	690-4890-63030	Contracts Expense	COPIER CONTRACT - DEC 20...		135.35
Vendor MARCO TECHNOLOGIES LLC Total:							1,110.44
Vendor: MINNESOTA ENERGY GROUP (CITY HALL)							
MINNESOTA ENERGY GROU...	5285353458	12/11/2024	100-4194-63890	Utilities Expense	GAS METER READING - NOV...		21.38
Vendor MINNESOTA ENERGY GROUP (CITY HALL) Total:							21.38

Council Approval Register						Packet: APPKT01228 - 12/19/24 DIRECT PAYABLES	
Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MINNESOTA ENERGY GROUP (HERITAGE CENTER)							
MINNESOTA ENERGY GROU...	5280908305	12/06/2024	100-4670-64500	Senior Citizen Programs	GAS METER READING - NOV...		165.08
Vendor MINNESOTA ENERGY GROUP (HERITAGE CENTER) Total:							165.08
Vendor: NORTHDALE OIL INC							
NORTHDALE OIL INC	NOV 2024 - ST	11/27/2024	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASES - NOV 20...		251.92
Vendor NORTHDALE OIL INC Total:							251.92
Vendor: NORTHERN MUNICIPAL POWER AGENCY							
NORTHERN MUNICIPAL PO...	NOV 2024	12/13/2024	690-4810-68400	Purchased Power	DE & ENERGY - NOV 2024		939,689.66
Vendor NORTHERN MUNICIPAL POWER AGENCY Total:							939,689.66
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP I...	NOV 2024	11/30/2024	680-4830-63890	Utilities Expense	ELECTRIC READING - NOV 2...		119.05
Vendor RED LAKE ELECTRIC COOP INC Total:							119.05
Vendor: VERIZON WIRELESS #486397938							
VERIZON WIRELESS #48639...	6100054080	12/01/2024	100-4210-63210	Communication Expense	MONTHLY ACCESS CHARGES...		295.14
Vendor VERIZON WIRELESS #486397938 Total:							295.14
Vendor: VESTIS							
VESTIS	2630365272	12/10/2024	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - 2/10/24		86.75
Vendor VESTIS Total:							86.75
Grand Total:							944,451.53

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	2,750.60
610 - LIQUOR DISPENSARY	312.94
620 - WATER UTILITY FUND	284.64
630 - ARENAS - OAK VIEW GROUP	329.94
680 - WASTEWATER UTILITY FUND	119.05
690 - ELECTRIC UTILITY FUND	940,654.36
Grand Total:	944,451.53

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63030	Contracts Expense	565.83
100-4150-63210	Communication Expense	407.95
100-4192-62020	Computer Supplies	68.26
100-4194-63210	Communication Expense	63.08
100-4194-63890	Utilities Expense	21.38
100-4210-63210	Communication Expense	295.14
100-4220-63210	Communication Expense	104.08
100-4240-63210	Communication Expense	26.99
100-4312-62120	Gas-Oil-Lube	251.92
100-4312-63210	Communication Expense	41.99
100-4315-63210	Communication Expense	41.98
100-4510-62230	Building Maint & Repair	10.39
100-4510-63210	Communication Expense	48.99
100-4570-63210	Communication Expense	9.99
100-4650-63030	Contracts Expense	409.26
100-4650-63210	Communication Expense	110.97
100-4660-63210	Communication Expense	22.00
100-4670-64500	Senior Citizen Programs	250.40
610-4830-63210	Communication Expense	155.24
610-4840-62140	Off Sale Supplies	67.33
610-4840-62400	Small Tools and Minor E...	90.37
620-4830-63210	Communication Expense	197.89
620-4890-63030	Contracts Expense	86.75
630-4830-63210	Communication Expense	329.94
680-4830-63890	Utilities Expense	119.05
690-4810-68400	Purchased Power	939,689.66
690-4830-63210	Communication Expense	341.90
690-4840-62990	Misc. Operating Expense	80.46
690-4850-62230	Building Maint & Repair	406.99
690-4890-63030	Contracts Expense	135.35
Grand Total:		944,451.53

Project Account Summary

Project Account Key	Expense Amount
None	944,451.53
Grand Total:	944,451.53



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01230 - 12/16/24 ELECTRIC INVENTORY PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DAKOTA SUPPLY GROUP							
DAKOTA SUPPLY GROUP	S104194774.001	11/07/2024	690-14100	Inventory - Materials	Black #12 AWG STR CU Wire		104.21
DAKOTA SUPPLY GROUP	S104194774.001	11/07/2024	690-14100	Inventory - Materials	WHITE #12 AWG STR CU WI...		104.21
DAKOTA SUPPLY GROUP	S104199660.001	11/04/2024	690-14100	Inventory - Materials	Polaris #3 Port		888.14
DAKOTA SUPPLY GROUP	S104203211.001	11/01/2024	630-4850-62230	Building Maint & Repair	4' LED LAMPS		563.16
DAKOTA SUPPLY GROUP	S104254193.001	11/25/2024	100-4570-62230	Building Maint & Repair	4' LEDS LAMPS - UPDATE LI...		1,061.13
Vendor DAKOTA SUPPLY GROUP Total:							2,720.85
Vendor: STUART C IRBY CO							
STUART C IRBY CO	CM-S014051289.001	11/19/2024	690-14100	Inventory - Materials	CREDIT MEMO FOR INVOICE...		-410.19
STUART C IRBY CO	S013610987.003	12/05/2024	690-14100	Inventory - Materials	MODEL422 VISTA SWITCH		60,491.25
STUART C IRBY CO	S014051289.001.1	10/29/2024	690-14100	Inventory - Materials	CU H - Taps #6-#2 MED		216.39
STUART C IRBY CO	s014051289.001.2	10/30/2024	690-14100	Inventory - Materials	100 Amp Cut Outs		193.80
STUART C IRBY CO	S014110816.001	12/04/2024	690-14100	Inventory - Materials	Guy Wire 3/8		207.07
Vendor STUART C IRBY CO Total:							60,698.32
Grand Total:							63,419.17

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	1,061.13
630 - ARENAS - OAK VIEW GROUP	563.16
690 - ELECTRIC UTILITY FUND	61,794.88
Grand Total:	63,419.17

Account Summary

Account Number	Account Name	Expense Amount
100-4570-62230	Building Maint & Repair	1,061.13
630-4850-62230	Building Maint & Repair	563.16
690-14100	Inventory - Materials	61,794.88
Grand Total:		63,419.17

Project Account Summary

Project Account Key	Expense Amount
None	63,419.17
Grand Total:	63,419.17



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01233 - 12/19/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPLY	0109235000	12/10/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		49.00
BELLBOY CORP - BAR SUPPLY	0109235000	12/10/2024	610-4810-62590	Misc. Mdse for Resale	PURCHASE - CAN COOLERS		43.00
BELLBOY CORP - BAR SUPPLY	0109235200	12/10/2024	610-4810-62590	Misc. Mdse for Resale	SHAKERS / PARASOLS		42.00
BELLBOY CORP - BAR SUPPLY	0109235200	12/10/2024	610-4840-62140	Off Sale Supplies	GIFT BAGS		167.00
Vendor BELLBOY CORP - BAR SUPPLY Total:							301.00
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	0206051700	12/10/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		8,580.41
Vendor BELLBOY CORP - LIQUOR Total:							8,580.41
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	119046046	12/10/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		29.35
BREAKTHRU BEVERAGE	119047448	12/10/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		8,395.89
BREAKTHRU BEVERAGE	119047448	12/10/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		900.00
BREAKTHRU BEVERAGE	119047448	12/10/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		442.44
Vendor BREAKTHRU BEVERAGE Total:							9,767.68
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	2022015	12/05/2024	610-4810-62520	Beer for Resale	PURCHASE - BEER		419.50
C & L DISTRIBUTING	2022015	12/05/2024	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		66.00
Vendor C & L DISTRIBUTING Total:							485.50
Vendor: CORE-MARK US LLC							
CORE-MARK US LLC	1917447	12/11/2024	610-4810-62590	Misc. Mdse for Resale	PURCHASE - TOBACCO		2,461.35
Vendor CORE-MARK US LLC Total:							2,461.35
Vendor: IHEARTMEDIA							
IHEARTMEDIA	8822020776	10/31/2024	610-4880-63490	Advertising	RADIO ADVERTISING - OCT ...		992.75
IHEARTMEDIA	8822130449	11/30/2024	610-4880-63490	Advertising	RADIO ADVERTISING - NOV ...		930.05
Vendor IHEARTMEDIA Total:							1,922.80
Vendor: JIM HIRT TRUCKING INC							
JIM HIRT TRUCKING INC	NOV 2024	12/02/2024	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - NOV 2...		2,842.66
Vendor JIM HIRT TRUCKING INC Total:							2,842.66
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2563808	12/10/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		7,256.44
SOUTHERN GLAZERS OF MN	2563808	12/10/2024	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,913.52
SOUTHERN GLAZERS OF MN	2563809	12/10/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		3,261.14
SOUTHERN GLAZERS OF MN	5118734	11/25/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		385.50
SOUTHERN GLAZERS OF MN	5118923	11/27/2024	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		534.00

Council Approval Register

Packet: APPKT01233 - 12/19/24 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SOUTHERN GLAZERS OF MN	9555263	12/19/2024	610-4810-62510	Liquor for Resale	WINE CREDIT		-420.00
SOUTHERN GLAZERS OF MN	9555263	12/19/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-298.00
SOUTHERN GLAZERS OF MN	9556776	12/19/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-540.00
SOUTHERN GLAZERS OF MN	9558741	12/18/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-72.00
SOUTHERN GLAZERS OF MN	9567305	12/18/2024	610-4810-62510	Liquor for Resale	RETURN CREDIT		-44.25
SOUTHERN GLAZERS OF MN	9586941	12/19/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-19.91
SOUTHERN GLAZERS OF MN	9586941	12/19/2024	610-4810-62530	Wine for Resale	WINE CREDIT		-119.68
SOUTHERN GLAZERS OF MN	9593216	12/18/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-98.99
SOUTHERN GLAZERS OF MN	9594711	12/19/2024	610-4810-62530	Wine for Resale	ADDL CREDIT DUE		-102.90
SOUTHERN GLAZERS OF MN	9605370	12/19/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-369.00
SOUTHERN GLAZERS OF MN	9605379	12/19/2024	610-4810-62510	Liquor for Resale	ADDL CREDIT DUE		-63.00
SOUTHERN GLAZERS OF MN	9616208	12/19/2024	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-2,429.20
Vendor SOUTHERN GLAZERS OF MN Total:							8,773.67
Vendor: THIEF RIVER FALLS TIMES							
THIEF RIVER FALLS TIMES	NOV 24 - 137	11/30/2024	610-4810-62590	Misc. Mdse for Resale	NEWSPAPERS		112.80
THIEF RIVER FALLS TIMES	NOV 24 - 137	11/30/2024	610-4880-63490	Advertising	VETS / DEER HUNTING / TH...		1,394.26
Vendor THIEF RIVER FALLS TIMES Total:							1,507.06
Grand Total:							36,642.13

Fund Summary

Fund	Expense Amount
610 - LIQUOR DISPENSARY	36,642.13
Grand Total:	36,642.13

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	24,059.03
610-4810-62520	Beer for Resale	419.50
610-4810-62530	Wine for Resale	2,590.94
610-4810-62540	Soft Drinks/Mix for Resa...	586.79
610-4810-62590	Misc. Mdse for Resale	2,659.15
610-4810-62610	Freight In (Liquor)	2,842.66
610-4840-62140	Off Sale Supplies	167.00
610-4880-63490	Advertising	3,317.06
Grand Total:		36,642.13

Project Account Summary

Project Account Key	Expense Amount
None	36,642.13
Grand Total:	36,642.13



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01234 - PYPKT01312 - 2024 12 26 #26 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0001410	12/26/2024	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		22,260.82
INTERNAL REVENUE SERVICE	INV0001410	12/26/2024	740-20150	Payroll Taxes Payable	FED W/H		23,800.34
INTERNAL REVENUE SERVICE	INV0001410	12/26/2024	740-20150	Payroll Taxes Payable	MEDICARE		7,483.26
Vendor INTERNAL REVENUE SERVICE Total:							53,544.42
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIRE...	INV0001414	12/19/2024	100-4150-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001414	12/19/2024	100-4220-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001414	12/19/2024	100-4312-61340	MSRS HCSP	HCSP Retiree		300.00
MINNESOTA STATE RETIRE...	INV0001414	12/19/2024	100-4315-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0001414	12/19/2024	100-4510-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001414	12/19/2024	100-4650-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0001414	12/19/2024	690-4825-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0001415	12/20/2024	100-4150-61340	MSRS HCSP	Annual MSRS HCSP Contribu...		3,000.06
MINNESOTA STATE RETIRE...	INV0001415	12/20/2024	100-4220-61340	MSRS HCSP	Annual MSRS HCSP Contribu...		2,000.00
MINNESOTA STATE RETIRE...	INV0001415	12/20/2024	100-4312-61340	MSRS HCSP	Annual MSRS HCSP Contribu...		1,500.00
MINNESOTA STATE RETIRE...	INV0001415	12/20/2024	100-4315-61340	MSRS HCSP	Annual MSRS HCSP Contribu...		2,000.00
MINNESOTA STATE RETIRE...	INV0001415	12/20/2024	100-4510-61340	MSRS HCSP	Annual MSRS HCSP Contribu...		1,000.00
MINNESOTA STATE RETIRE...	INV0001415	12/20/2024	100-4650-61340	MSRS HCSP	Annual MSRS HCSP Contribu...		1,241.67
MINNESOTA STATE RETIRE...	INV0001415	12/20/2024	100-4660-61340	MSRS HCSP	Annual MSRS HCSP Contribu...		850.04
MINNESOTA STATE RETIRE...	INV0001415	12/20/2024	610-4825-61340	MSRS HCSP	Annual MSRS HCSP Contribu...		1,250.10
MINNESOTA STATE RETIRE...	INV0001415	12/20/2024	620-4825-61340	MSRS HCSP	Annual MSRS HCSP Contribu...		1,500.00
MINNESOTA STATE RETIRE...	INV0001415	12/20/2024	680-4825-61340	MSRS HCSP	Annual MSRS HCSP Contribu...		2,000.00
MINNESOTA STATE RETIRE...	INV0001415	12/20/2024	690-4825-61340	MSRS HCSP	Annual MSRS HCSP Contribu...		6,125.01
MINNESOTA STATE RETIRE...	INV0001415	12/20/2024	820-4825-61340	MSRS HCSP	Annual MSRS HCSP Contribu...		500.00
Vendor MINNESOTA STATE RETIREMENT SYS Total:							24,166.88
Vendor: MINNESOTA TEAMSTERS NO. 320							
MINNESOTA TEAMSTERS N...	INV0001406	12/26/2024	740-24000	Clearing Account	Union Dues		4,024.00
Vendor MINNESOTA TEAMSTERS NO. 320 Total:							4,024.00
Vendor: MN DPT OF REVENUE - GARNISHMENTS							
MN DPT OF REVENUE - GA...	INV0001407	12/26/2024	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...	INV0001409	12/26/2024	740-20160	State Withholding	State W/H Tax		11,743.22
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							11,743.22

Council Approval Register

Packet: APPKT01234 - PYPKT01312 - 2024 12 26 #26 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: P E R A OF MN							
P E R A OF MN	INV0001408	12/26/2024	740-20180	PERA Payable	PERA EE/ER COORD		25,396.35
P E R A OF MN	INV0001408	12/26/2024	740-20180	PERA Payable	PERA EE/ER DEF		172.50
P E R A OF MN	INV0001408	12/26/2024	740-20180	PERA Payable	PERA EE/ER P&F		23,326.60
Vendor P E R A OF MN Total:							48,895.45
Vendor: SUN LIFE FINANCIAL - LIFE							
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	100-4150-61330	Life Insurance	Life Ins Premium		66.30
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	100-4194-61330	Life Insurance	Life Ins Premium		9.35
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	100-4210-61330	Life Insurance	Life Ins Premium		165.75
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	100-4220-61330	Life Insurance	Life Ins Premium		68.85
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	100-4312-61330	Life Insurance	Life Ins Premium		56.10
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	100-4315-61330	Life Insurance	Life Ins Premium		56.10
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	100-4510-61330	Life Insurance	Life Ins Premium		18.70
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	100-4650-61330	Life Insurance	Life Ins Premium		31.45
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	100-4660-61330	Life Insurance	Life Ins Premium		12.75
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	610-4825-61330	Life Insurance	Life Ins Premium		58.14
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	620-4825-61330	Life Insurance	Life Ins Premium		40.80
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	680-4825-61330	Life Insurance	Life Ins Premium		37.40
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	690-4825-61330	Life Insurance	Life Ins Premium		171.70
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	740-24000	Clearing Account	Life Ins Premium		598.90
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	740-4870-63640	Life Insurance - COBRA	Life Ins COBRA		48.90
SUN LIFE FINANCIAL - LIFE	INV0001405	12/26/2024	820-4825-61330	Life Insurance	Life Ins Premium		9.35
Vendor SUN LIFE FINANCIAL - LIFE Total:							1,450.54
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0001402	12/26/2024	740-24000	Clearing Account	Contributions Employee		4,345.62
Vendor VANTAGEPOINT ICMA Total:							4,345.62
Vendor: WEX BANK							
WEX BANK	INV0001404	12/26/2024	740-24000	Clearing Account	HSA		532.20
WEX BANK	INV0001416	12/20/2024	100-4150-61310	Health Insurance	HSA City Contribution		1,068.75
WEX BANK	INV0001416	12/20/2024	100-4210-61310	Health Insurance	HSA City Contribution		1,465.38
WEX BANK	INV0001416	12/20/2024	100-4220-61310	Health Insurance	HSA City Contribution		672.12
WEX BANK	INV0001416	12/20/2024	100-4312-61310	Health Insurance	HSA City Contribution		844.71
WEX BANK	INV0001416	12/20/2024	100-4315-61310	Health Insurance	HSA City Contribution		448.08
WEX BANK	INV0001416	12/20/2024	100-4510-61310	Health Insurance	HSA City Contribution		620.67
WEX BANK	INV0001416	12/20/2024	610-4825-61310	Health Insurance	HSA City Contribution		620.67
WEX BANK	INV0001416	12/20/2024	680-4825-61310	Health Insurance	HSA City Contribution		844.71
WEX BANK	INV0001416	12/20/2024	690-4825-61310	Health Insurance	HSA City Contribution		1,689.42
WEX BANK	INV0001416	12/20/2024	820-4825-61310	Health Insurance	HSA City Contribution		224.04
WEX BANK	INV0001417	12/20/2024	100-4150-61310	Health Insurance	VEBA City Contribution		224.04
WEX BANK	INV0001417	12/20/2024	100-4210-61310	Health Insurance	VEBA City Contribution		2,137.50
WEX BANK	INV0001417	12/20/2024	100-4220-61310	Health Insurance	VEBA City Contribution		1,465.38
WEX BANK	INV0001417	12/20/2024	100-4312-61310	Health Insurance	VEBA City Contribution		1,079.95
WEX BANK	INV0001417	12/20/2024	100-4315-61310	Health Insurance	VEBA City Contribution		1,135.96

Council Approval Register

Packet: APPKT01234 - PYPKT01312 - 2024 12 26 #26 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
WEX BANK	INV0001417	12/20/2024	100-4510-61310	Health Insurance	VEBA City Contribution		291.25
WEX BANK	INV0001417	12/20/2024	100-4650-61310	Health Insurance	VEBA City Contribution		844.71
WEX BANK	INV0001417	12/20/2024	100-4660-61310	Health Insurance	VEBA City Contributions		224.04
WEX BANK	INV0001417	12/20/2024	610-4825-61310	Health Insurance	VEBA Employer Contribution		224.04
WEX BANK	INV0001417	12/20/2024	670-4825-61310	Health Insurance	VEBA City Contribution		67.22
WEX BANK	INV0001417	12/20/2024	680-4825-61310	Health Insurance	VEBA City Contribution		1,241.34
WEX BANK	INV0001417	12/20/2024	690-4825-61310	Health Insurance	VEBA City Contribution		4,223.55
WEX BANK	INV0001417	12/20/2024	820-4825-61310	Health Insurance	VEBA City Contribution		11.20
Vendor WEX BANK Total:							22,200.93
Vendor: WEX HEALTH INC							
WEX HEALTH INC	INV0001411	12/17/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		208.33
WEX HEALTH INC	INV0001412	12/18/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		56.99
WEX HEALTH INC	INV0001413	12/25/2024	100-4670-62990	Misc. Operating Expense	WEX		123.75
WEX HEALTH INC	INV0001413	12/25/2024	610-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		13.75
WEX HEALTH INC	INV0001413	12/25/2024	620-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		13.75
WEX HEALTH INC	INV0001413	12/25/2024	620-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		5.50
WEX HEALTH INC	INV0001413	12/25/2024	690-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		46.75
WEX HEALTH INC	INV0001418	12/26/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		8.98
WEX HEALTH INC	INV0001419	12/24/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		68.07
WEX HEALTH INC	INV0001420	12/23/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		103.36
WEX HEALTH INC	INV0001421	12/24/2024	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		54.64
Vendor WEX HEALTH INC Total:							703.87
Grand Total:							171,523.47

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	25,823.41
610 - LIQUOR DISPENSARY	2,166.70
620 - WATER UTILITY FUND	1,560.05
670 - STORM WATER UTILITY FUND	67.22
680 - WASTEWATER UTILITY FUND	4,123.45
690 - ELECTRIC UTILITY FUND	12,356.43
740 - TRF HEALTH INSURANCE FUND	124,681.62
820 - GREENWOOD CEMETERY FUND	744.59
Grand Total:	171,523.47

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	1,292.79
100-4150-61330	Life Insurance	66.30
100-4150-61340	MSRS HCSP	3,200.06
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
100-4220-61340	MSRS HCSP	2,200.00
100-4312-61310	Health Insurance	1,924.66
100-4312-61330	Life Insurance	56.10
100-4312-61340	MSRS HCSP	1,800.00
100-4315-61310	Health Insurance	1,584.04
100-4315-61330	Life Insurance	56.10
100-4315-61340	MSRS HCSP	2,100.00
100-4510-61310	Health Insurance	911.92
100-4510-61330	Life Insurance	18.70
100-4510-61340	MSRS HCSP	1,200.00
100-4650-61310	Health Insurance	844.71
100-4650-61330	Life Insurance	31.45
100-4650-61340	MSRS HCSP	1,341.67
100-4660-61310	Health Insurance	224.04
100-4660-61330	Life Insurance	12.75
100-4660-61340	MSRS HCSP	850.04
100-4670-62990	Misc. Operating Expense	123.75
610-4825-61310	Health Insurance	844.71
610-4825-61330	Life Insurance	58.14
610-4825-61340	MSRS HCSP	1,250.10
610-4840-62990	Misc. Operating Expense	13.75
620-4825-61330	Life Insurance	40.80

Account Summary

Account Number	Account Name	Expense Amount
620-4825-61340	MSRS HCSP	1,500.00
620-4840-62990	Misc. Operating Expense	19.25
670-4825-61310	Health Insurance	67.22
680-4825-61310	Health Insurance	2,086.05
680-4825-61330	Life Insurance	37.40
680-4825-61340	MSRS HCSP	2,000.00
690-4825-61310	Health Insurance	5,912.97
690-4825-61330	Life Insurance	171.70
690-4825-61340	MSRS HCSP	6,225.01
690-4840-62990	Misc. Operating Expense	46.75
740-20150	Payroll Taxes Payable	53,544.42
740-20160	State Withholding	11,743.22
740-20180	PERA Payable	48,895.45
740-20300	Flex Payroll Deductions	500.37
740-24000	Clearing Account	9,949.26
740-4870-63640	Life Insurance - COBRA	48.90
820-4825-61310	Health Insurance	235.24
820-4825-61330	Life Insurance	9.35
820-4825-61340	MSRS HCSP	500.00
Grand Total:		171,523.47

Project Account Summary

Project Account Key	Expense Amount
None	171,523.47
Grand Total:	171,523.47



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01236 - 12/23/24 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: JOHN DEERE FINANCIAL							
JOHN DEERE FINANCIAL	1028457	12/02/2024	100-4312-62120	Gas-Oil-Lube	10W30 OIL - CASE LOADER		65.80
						Vendor JOHN DEERE FINANCIAL Total:	65.80
Vendor: MINNESOTA ENERGY GROUP (ELECTRIC)							
MINNESOTA ENERGY GROU...	5274441250	12/03/2024	690-4830-63890	Utilities Expense	GAS METER READING - NOV...		1,092.08
						Vendor MINNESOTA ENERGY GROUP (ELECTRIC) Total:	1,092.08
Vendor: MINNESOTA ENERGY GROUP (ST-STNT-PRKS)							
MINNESOTA ENERGY GROU...	5292663751	12/16/2024	100-4312-63890	Utilities Expense	GAS METER READING - NOV...		430.39
MINNESOTA ENERGY GROU...	5292663751	12/16/2024	100-4315-63890	Utilities Expense	GAS METER READING - NOV...		271.57
MINNESOTA ENERGY GROU...	5292663751	12/16/2024	100-4510-63890	Utilities Expense	GAS METER READING - NOV...		116.39
MINNESOTA ENERGY GROU...	5292663751	12/16/2024	100-4510-63890	Utilities Expense	GAS METER READING - NOV...		101.21
						Vendor MINNESOTA ENERGY GROUP (ST-STNT-PRKS) Total:	919.56
						Grand Total:	2,077.44

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	985.36
690 - ELECTRIC UTILITY FUND	1,092.08
Grand Total:	2,077.44

Account Summary

Account Number	Account Name	Expense Amount
100-4312-62120	Gas-Oil-Lube	65.80
100-4312-63890	Utilities Expense	430.39
100-4315-63890	Utilities Expense	271.57
100-4510-63890	Utilities Expense	217.60
690-4830-63890	Utilities Expense	1,092.08
Grand Total:		2,077.44

Project Account Summary

Project Account Key	Expense Amount
None	2,077.44
Grand Total:	2,077.44



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: 1/7/2025

SUBJECT: Approval of "Schedule of Council Member Meetings" Authorized to Charge a Per Diem

RECOMMENDATION:

MOTION TO: by the City Council, to approve the following "Schedule of Council Member Meetings" list as meetings authorized to charge a per diem of attending on behalf of the City of Thief River Falls:

Schedule of Council Member Meetings

Administrative Services Committee
Airport Zoning Board
Airport Authority Commission
Budget/Finance Ad Hoc Committee
Building Workgroup
Coalition of Greater Minnesota Cities
Employee Safety Committee
Community Development Advisory Board
Community Education Advisory Board
Convention and Visitors Bureau Board
Jobs, Inc.
Joint City/County Meeting
Joint City/School District Meeting
League of Minnesota Cities
Legislative Lobbying Meetings
Long Range Planning/Annexation Ad Hoc Committee
MEC Joint Powers Board
Northwest Regional Development Commission
Northwest Regional Library Board
Pennington County Historical Society
Pennington County Solid Waste Committee
Personnel/Labor Ad Hoc Committee
Planning Commission
Public Safety/Liquor Committee
Public Utilities Committee
Public Works Committee
Red Lake River Corridor Joint Board
Red River Basin Joint Powers Board
Strategic Planning Workgroup
TRF Area Community Fund Advisory Committee

TRF Chamber of Commerce
TRF Day at the Capitol
TRF Library Board
Tri-Cities Joint Meeting

Also, any of Committees that are established by the City Council or appointments made or meetings attended while representing the City of Thief River Falls.

Per diem shall be paid retroactively upon submission of documentation approved by City Administrator.

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: 1/7/2025

SUBJECT: Approval of Appointment of Councilmember Steve Narverud as Acting Mayor in Absence of Mayor Lorensen for Calendar Year 2025

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

MOTION TO: By the City Council, to appoint Councilmember Steve Narverud as the Acting Mayor in the absence of Mayor Lorensen for calendar year 2025.

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: 1/7/2025

SUBJECT: Approval to Designate the Times Newspaper as the Official Newspaper

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

MOTION TO: By the City Council, to designate The Times as the official newspaper of the City of Thief River Falls.

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: 1/7/2025

SUBJECT: Approval of Official Depositories for City Funds

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

MOTION TO: By the City Council, to appoint the following institutions as official depositories for City funds for calendar year 2025:

Minnesota Municipal Money Market Fund
c/o PMA Financial Network, Inc.
2135 City Gate Lane 7th Floor
Naperville, IL 60563

Wells Fargo Advisors LLC
222 West Superior Street
Duluth, MN 55802

RBC Capital Markets LLC
60 South Sixth Street
Minneapolis, MN 55402

Border State Bank
1528 Highway 59 South
Thief River Falls, MN 56701

Wells Fargo Bank West, NA
208 Main Avenue North
Thief River Falls, MN 56701

Northern State Bank
201 Third Street East
Thief River Falls, MN 56701
Piper Jaffray
800 Nicollet Mall, Suite 800
Minneapolis, MN 55402-7020

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: 1/7/2025

SUBJECT: #8.3 Approval of Northern State Bank Collateral in Excess of FDIC Insurance for 2025

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

MOTION TO: By the City Council, to approve an agreement with Northern State Bank for collateral in excess of the FDIC Insurance of \$250,000 per account for 2025.

BE IT FURTHER RESOLVED, to authorize the City Administrator to execute any and all documents necessary relating to this agreement.

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: 1/7/2025

SUBJECT: Reaffirming City's Decision not to Waive the Monetary Limit of Municipal Tort Liability Established by MN Statute

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

MOTION TO: by the City Council to reaffirm and inform the League of Minnesota Cities Insurance Trust that the City of Thief River Falls does not waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04 and authorizes the City Administrator to execute any and all documents relating to the action.

BACKGROUND: Because the City of Thief River Falls obtains its liability coverage from the League of Minnesota Cities Insurance Trust, the City must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	Liability Coverage Waiver Form
----	--------------------------------

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage.
Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

- ☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- ☐ The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____

Position: _____



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: 1/7/2025

SUBJECT: Approval of City Council Committee Assignments for Calendar Year 2025

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

MOTION TO: By the City Council, to appoint the following City Council Committees and Committee Members for calendar year 2025:

Functional Standing Committees

Utilities

*Ward 3 Candidate
Lorenson
McCraw
Pream

Public Works

Narverud
Pream
McCraw
Julie Bolduc

Public Safety/Liquor

Narverud
Aarestad
Arlt
Julie Bolduc

Administrative Services

Lorenson
*Ward 3 Candidate
Arlt
Aarestad

Crosscutting Ad Hoc Committees

Budget/Finance (ad hoc)

Steve Narverud
Mike Lorenson
Michele McCraw

Long Range Planning/Annexation (ad hoc)

Mike Lorenson
Michele McCraw
Steve Narverud

Personnel/Labor (ad hoc)

Steve Narverud
Mike Lorenson
Jason Aarestad

Strategic Planning Workgroup

Michele McCraw
Angela Philipp
*Vacant

Building Workgroup

Jason Aarestad
Steve Narverud
Mike Lorenson

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: 1/7/2025

SUBJECT: Approval to Purchase 2025 Wildland Skid Unit

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

MOTION TO: Approve the purchase of a 2025 CET Manufacturing Wildland Skid Unit for \$16,350.00

BACKGROUND: The Fire Department is updating aging wildland firefighting equipment at an approximate cost of \$85,000 - \$90,000. The volunteer firefighters have committed \$40,000, the Rural Fire Association has committed \$20,000, and the city has committed up to \$30,000 from the Public Safety Aid money.

KEY ISSUES: The Rural Fire Association has agreed to purchase the skid unit.

FINANCIAL CONSIDERATIONS: \$16,350.00 of the purchase price would come from the Rural Fire Association.

LEGAL CONSIDERATION: The purchase is through the cooperative purchase agreement with Sourcewell.

DEPARTMENT/RESPONSIBLE PERSON: Rick Beier - Fire Chief

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: 1/7/2025

SUBJECT: 2025 mileage reimbursement and meal reimbursement

RECOMMENDATION: It is respectfully requested the Council accept the Administrative Committee's recommendation on the following:

MOTION TO: To adopt the Northern Minnesota (Duluth) meal reimbursement schedule and the 2025 federal mileage rate as on file in the City Administrator's Office.

BACKGROUND: The 2024 Government Services Administration meals reimbursement schedule for reimbursement for travel outside of Pennington County is meals would be reimbursed at \$22.00 for Breakfast, \$23.00 for lunch and \$36.00 for dinner. No reimbursement on alcohol or tips. The City of Thief River Falls has in the past followed the federal reimbursement rate for mileage and in 2025 is .70 cents per mile.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angie 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: 1/7/2025

SUBJECT: Approve City Hall remodel change order request #2

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

MOTION TO: To approve the City Hall remodel change order request #2. The proposal is for the purchase and installation of new ceiling tiles in the utility billing and IT area. Total cost \$1,725.00 from Schmitz Builders, Inc.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	Thief River Falls City Hall Change proposal #2
----	--

SCHMITZ BUILDERS, INC.

210 3RD ST. NE
RED LAKE FALLS, MN 56750
218 253 – 2474
218 253 – 2484 FAX
SCHBLD@GVTEL.COM

Jan 2, 2025

Proposal Submitted to:

Michael Johnston
Icon Architectural
123 2nd Ave Street NW
Bemidji, MN.

Job: Thief River Falls City Hall Remodel. Change Proposal Request # 2

We hereby propose the following:

1-Replace existing ceiling tile in Rooms 116 I.T and Room 119 Billing

Ceiling Tile Materials	\$ 1,150.00
Installation	\$ 350.00
P/OH	\$ 225.00
Total Add	\$ 1,725.00

All materials are guaranteed to be as specified, and the above work to be performed in accordance with drawings & specifications submitted for above work and completed in a suitable workmanlike manner. We are Bonded, Licensed and Insured.

By: _____

Accepted : _____



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: 1/7/2025

SUBJECT: Approve the Citizen Portal Services Agreement with Nuvei credit card processing for Utility Billing, Public Works and Police

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

MOTION TO: Approve the City of Thief River Falls to implement a new citizen portal for the Nuvei credit card processing for the Departments of Utility Billing, Public Works and Police. The credit card processing fee for customers will be 3.5% per transaction on credit/debit cards and a \$1.00 fee for eCheck through the new portal or website. Approval will be contingent upon counsel review.

BACKGROUND: The City of Thief River Falls has seen a significant increase in the cost associated with credit card and debit card usage. The city looked at adding a transaction fee, but had opted to switch processing companies. Implementation will take 3 to 4 months with an anticipated go live in April of 2025.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	Services Agreement - UtilityConnect - Thief River Falls_MN - 12.19.2024
----	---



CITIZEN PORTAL SERVICES AGREEMENT

This Citizen Portal Services Agreement ("**Agreement**") is entered into as of the date signed by Nuvei (the "**Effective Date**") by and between **City of Thief River Falls, MN** ("**Client**") with its principal place of business at 405 3rd Street East, PO Box 528, Thief River Falls, MN 56701 and Paya, Inc., a Delaware corporation and wholly owned subsidiary of Nuvei, located at 303 Perimeter Center N., Suite 600, Atlanta, GA 30346 ("**Nuvei**"). Each Nuvei and Client may be referred to individually as "**party**" or collectively as "**parties**."

WHEREAS, Nuvei provides electronic bill payment services to utilities, municipalities and other businesses and Nuvei desires to provide, and Client desires to receive, certain related services under the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, hereby covenant and agree as follows.

1. DEFINITIONS. For the purposes of this Agreement, the following terms and words shall have the meaning ascribed to them herein unless the context clearly indicates otherwise.

- a. "**Average Bill Amount**" shall mean the total Payment Amounts collected through the Nuvei system in a given month divided by the number of the Payments for the same month.
- b. "**Card**" shall mean a credit card or debit card.
- c. "**Citizen**" shall mean the customers of Client.
- d. "**Effective Date**" shall be the last date upon which all parties have signed this Agreement.
- e. "**IVR**" means interactive voice response.
- f. "**Payment**" shall mean a payment by a Citizen for Client services or Client bills.
- g. "**Payment Amount**" shall mean the amount of any Payment.

2. DESCRIPTION OF SERVICES. Nuvei shall provide Citizens the opportunity to make Payments by Visa, MasterCard, Discover, American Express, E-Check and other payment methods as deemed appropriate by Nuvei, including IVR interface, Text and Pay and mobile (the "**Services**"). Payments may be made by secure Internet interface provided at the Nuvei website or other websites ("**Websites**") as part of Nuvei's payment services (such payment methods collectively referred to as the "**System**"). Nuvei shall perform in a professional manner all Services required to be performed under this Agreement.

3. COMPENSATION.

- a. Nuvei will charge monthly fees and transactional fees as set forth in Schedule A ("**Nuvei Service Fee**").
- b. For each Payment, the Nuvei Service Fee collected will be used in part to pay the corresponding Credit Card transaction fees or transaction fees associated with Debit Cards or E-Checks ("**Transaction Fees**") except for the return items (E-Check returns or Credit/Debit Card chargebacks).
- c. A Nuvei Fee Schedule is attached hereto as Schedule A. The Nuvei Service Fee is based on the Average Bill Amount, which is calculated on assumptions of the total number of payments, the total Payment Amount collected, and a mix of 60 % debit card and 40% credit cards on all cards used by Citizen to pay their invoice each month. This Schedule may adjust due to changes in the Visa, MasterCard, Discover or other Card regulations, or changes in card fees. An amendment to this Agreement will be executed to reflect any changes in fees.

4. PAYMENT PROCESSING.

- a. **Integration with Client's Billing System.** At no cost to Client, Nuvei's implementation team will deliver all required data file templates such as bill file, balance file, misc. charges and payment file. Client will be responsible to provide Nuvei with data in these formats and will fully cooperate with Nuvei during the development of the said interface. During the implementation process, Nuvei will determine the most efficient integration process via daily data imports, automated file transfer via secure file transfer protocols (SFTP) or application programming interface (API) Integration. The Nuvei implementation team will work with Client's billing system technology team to develop and test the data integrations. If Client desires work beyond the scope of Nuvei's data file templates, Client and Nuvei will agree to additional scope of work document with estimated costs provided to Client for approval. The rates charged for this work are included in Schedule A.
- b. **Explicit Citizen Confirmation.** Nuvei shall confirm the dollar amount of all Payments and electronically obtain Citizen approval of such charges prior to initiating Card or other authorizing transactions. Nuvei will provide Citizen with electronic confirmation of all transactions.

5. GENERAL CONDITIONS OF SERVICES.

- a. **Service Reports.** Nuvei shall provide Client with reports summarizing use of the Services by Citizens for each reporting period via the platform reporting tools.
- b. **Citizen Adoption Communication by Client.**
 - i. Client will make the Services available to its Citizens by multiple means of Client communication including: a) through bills, invoices and other notices; b) by

providing details on Client's website on a mutually agreed upon prominent place on the website; or c) other channels required by Nuvei and reasonably acceptable to Client.

- ii. Nuvei shall provide Client with logos, graphics, and other marketing materials for Client's use in its communications with its Citizens regarding the Services and/or Nuvei.
 - iii. Both parties agree that Nuvei will be presented as a credit/debit card, ACH and eCheck payment method option for Client. Client will communicate the Nuvei payment option to its Citizens wherever Client usually communicates its other payment methods.
 - iv. Both parties agree that Nuvei will be the leading provider of credit/debit card and e-Check payment services and listed (where applicable) on Client's website, IVR, and communications for Client.
- c. **Client's Responsibilities.** In order for Nuvei to provide the Services, in addition to the steps described in Section 5(b) above, Client shall reasonably cooperate with Nuvei, including by:
- i. Entering into all applicable Card or cash management agreements;
 - ii. Adding the phone number for the IVR payment method to its Website (at the applicable time);
 - iii. Adding the IVR payment and agent assisted payment options as part of Client's general phone system (at the applicable time); and
 - iv. Providing to Nuvei all file formats required for integration with Client billing system. Client will fully cooperate with Nuvei and provide the information required to integrate with Client's billing system.

6. TERM AND TERMINATION.

- a. **Term, Renewal, Termination.** The initial term of this Agreement shall be a period of (36) months, commencing on the Effective Date. This Agreement will then automatically renew for successive terms of thirty-six (36) months each, unless either party gives notice of its intent not to renew at least ninety (90) days prior to the expiration of the then-current term, in which case this Agreement shall terminate at the end of then-current term.
- b. **Material Breach.** Either party may terminate this Agreement upon a material breach of this Agreement by the other party, which remains uncured for thirty (30) calendar days after notice.
- c. **Obligations Upon Termination.** Specifically, in addition to and in lieu of any requirements or limitations contained elsewhere in this Agreement, upon termination

of this Agreement, the parties agree to cooperate with one another to ensure that all Payments are accounted for, and all refundable transactions have been completed. Upon termination, Nuvei shall cease all Services being provided hereunder unless otherwise directed by Client in writing or as required by any Visa or MasterCard rules.

7. INTELLECTUAL PROPERTY. In order that Client may promote the Services and Nuvei's role in providing the Services, Nuvei grants to Client a revocable, non-exclusive, royalty-free, license to use Nuvei's logo and other service marks (the "**Nuvei Marks**") for such purpose only. Client does not have any right, title, license or interest, express or implied in and to any object code, software, hardware, trademarks, service mark, trade name, formula, system, know-how, telephone number, telephone line, domain name, URL, copyright image, text, script (including, without limitation, any script used by Nuvei on the IVR or the Website) or other intellectual property right of Nuvei ("**Nuvei Intellectual Property**"). All Nuvei Marks, Nuvei Intellectual Property, and the System and all rights therein (other than rights expressly granted herein) and goodwill pertaining thereto belong exclusively to Nuvei.

8. WARRANTY DISCLAIMER. EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, NUVEI DISCLAIMS ALL REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES REGARDING QUALITY, SUITABILITY, MERCHANTABILITY, FITNESS, FOR A PARTICULAR PURPOSE OR OTHERWISE OF ANY SERVICES OR ANY GOODS PROVIDED INCIDENTAL TO THE SERVICES PROVIDED UNDER THIS AGREEMENT.

9. LIMITATION OF LIABILITY.

- a. NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY LOST PROFITS, LOST SAVINGS OR OTHER SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES, EVEN IF THE PARTY HAS BEEN ADVISED OF OR COULD HAVE FORESEEN THE POSSIBILITY OF SUCH DAMAGES. NUVEI'S MAXIMUM AGGREGATE LIABILITY UNDER THIS AGREEMENT SHALL NOT EXCEED THE TOTAL AMOUNT PAID BY CLIENT HEREUNDER IN THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE DATE THE CAUSE OF ACTION AROSE.
- b. The limitations of this Section 9 shall not apply in the event of either party's gross negligence, willful misconduct or fraud.

10. CONFIDENTIALITY.

- a. In connection with this Agreement, either party ("**Discloser**") may disclose Confidential Information (as defined below) to the other party ("**Recipient**"). "**Confidential Information**" means all non-public information, in any form, furnished or made available directly or indirectly by the Discloser to the Recipient, which is (i) written information which is marked or identified as confidential; (ii) oral or visual (or other non-tangible format) information identified as confidential at the time of disclosure which is summarized in writing to the Recipient promptly after such disclosure; or (iii) information which a reasonable person under the circumstances would know the Discloser intended to be treated as Confidential Information.

- b. Recipient agrees that, in consideration of being furnished with the Confidential Information, it shall (i) use the same degree of care to protect the Information that it uses to protect the confidentiality of its own confidential information of like kind (but in no event less than reasonable care); (ii) use the Confidential Information solely for the purpose of performing its obligations hereunder; and (iii) not disclose the Confidential Information to any third parties, except to its Representatives if and to the extent they have a bona fide need to know the Confidential Information and are informed of the confidential nature of the Information and agree to be bound by confidentiality obligations no less stringent than those contained in this Agreement. **"Representatives"** means, collectively, the controlled affiliates of Nuvei or Client, as the case may be, and the respective directors, shareholders, employees, financial advisors, lenders, accountants, attorneys, agents, equity investors or controlling persons of Nuvei or Client, as the case may be, or their controlled affiliates. Each party will be responsible for any breach of this Agreement by their respective Representatives.
- c. This Agreement does not limit Nuvei's rights and obligations under any payment card or EFT agreement between Nuvei and Client to disclose Client's Confidential Information in order to perform Nuvei's obligations under such agreements.

11.MISCELLANEOUS.

- a. **Notices.** All notices of any type hereunder shall be in writing and shall be given by (i) certified or registered mail, return receipt, (ii) a national overnight carrier, or (iii) hand delivery to an individual authorized to receive mail for the below listed individuals, all to the following individuals at the following locations:

To Client:

Thief River Falls, MN
Angela Philipp, Finance Director
405 3rd Street East
PO Box 528
Thief River Falls, MN 56701
aphilipp@trfmn.gov
218-681-2943

To Nuvei:

Paya, Inc.
Attn: Ben Weiner
303 Perimeter Center N, Suite 600
Atlanta, GA 30346

With a copy to:

Paya, Inc.
Attn: General Counsel
303 Perimeter Center N, Suite 600
Atlanta, GA 30346

Notices shall be declared to have been given or received on the date delivered. Any party hereto, by giving notice in the manner set forth herein, may unilaterally change the name of the person to whom notice is to be given or the address at which the notice is to be received.

- b. **Governing Law.** This Agreement shall be governed by the laws of the state of Delaware, without regard to its conflict of laws principles.
- c. **Amendments; Modifications.** Modifications or changes to this Agreement must be in writing and executed by both parties.
- d. **Waiver.** No waiver of any term, condition or obligation of this Agreement is valid unless made in writing and signed by the party to which such performance is due. No failure or delay by any party at any time to enforce one or more of the terms, conditions or obligations of this Agreement: (i) constitutes waiver of such term, condition or obligation; (ii) precludes such party from requiring performance by the other party at any later time; or (iii) is deemed to be a waiver of any other subsequent term, condition or obligation, whether of like or different nature.
- e. **Severability.** If a word, sentence or paragraph herein shall be declared illegal, unenforceable, or unconstitutional, the said word, sentence or paragraph shall be severed from this Agreement and this Agreement shall be read as if said word, sentence or paragraph did not exist.
- f. **Independent Contractor.** Nuvei is an independent service provider. Accordingly, nothing in this Agreement shall be deemed to create a partnership, joint venture, association, agency, trust, or employer- employee relationship between the parties.
- g. **Counterparts.** This Agreement may be executed in one or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same agreement. Signatures of the parties to this contract transmitted by PDF will be deemed to be their original signatures for all purposes.
- h. **Entire Agreement.** This Agreement represents the entire understanding between the parties hereto with respect to its subject matter and supersedes all other written or oral agreements heretofore made by or on behalf of Nuvei or Client with respect to the subject matter hereof.

[Remainder of page intentionally left blank – signature page follows]

SIGNATURE PAGE

IN WITNESS WHEREOF, the parties reaching a mutual understanding and meeting of the minds on the terms and conditions of the Citizen Portal Services Agreement above, sign and date below demonstrating their acceptance of the Agreement by their duly authorized representatives signing below.

ACCEPTED AND AGREED TO
BY AND BETWEEN:

Paya, Inc. ("**Nuvei**")

Thief River Falls, MN ("**Client**")

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Schedule A

Nuvei Absorption Fee Schedule

- 3.5% for each card payment (up to a \$5,000 max payment, no minimum charge)
- \$1.00 per ACH/e-check payment (up to \$25,000 maximum payment)

Miscellaneous Fees

- Chargeback - \$10.00 per chargeback
- Returned Check - \$10.00 per return e-check
- All fees include recurring, one-time payments, all payment channels, and all brands (Visa, MasterCard, and Discover).
- No charge for hosting, licensing, or per minute IVR fees
- No monthly statement charges
- PCI Compliance - \$9.95 billed monthly

Installation, Training and Support

Fees waived for standard installation and support for the initial setup and personalization of Nuvei's standard service for Web, Mobile, and IVR interfaces. If Client desires work beyond the initial set-up and personalization of Web, mobile, and IVR interfaces, Client and Nuvei will agree to additional scope of work document with estimated costs provided to Client for approval.

Professional Services (optional): After launch (i.e., the date on which Client launches the Services to the Citizens)

\$155.00 per hour for software development, \$175.00 per hour for project management